

**City of Woodstock  
Project Review Commission  
REGULATIONS AND STANDARDS**

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**PROJECT PLAN REVIEW  
REGULATIONS AND STANDARDS  
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# **PROJECT REVIEW COMMISSION REGULATIONS & STANDARDS**

## **SECTION 1 INTRODUCTION**

The Woodstock City Council created the Site Plan Review Commission (SPRC) in June 1974 to meet certain needs that were not being addressed by the usual methods then in existence. The Site Plan Review Commission was charged with constructing and enforcing a process that promotes the City's longtime commitment to good planning, logical development and aesthetic sensibility. Coordination and comprehensive review are key elements used to form the objectives, guidelines, regulations and standards in this document that provide the framework for the process.

In November, 2001, the City Council changed Project Plan Review to an administrative process and renamed the Site Plan Review Commission the "Project Review Commission." Administrative decisions may be appealed to the Project Review Commission. Prospective applicants are encouraged to meet with the city administration on an informal basis for a preliminary discussion of a project. This provides an opportunity for the exchange of information and ideas in a workshop type atmosphere. This preliminary exchange of information is meant as a tool to assist the applicant in achieving complete preparation before a formal application is made.

Project Plan Review approval is a final step before the issuance of a building permit. Therefore the review is comprehensive and requires careful preparation. The applicant must have many detailed decisions in place at the time of review in order to expedite the process.

## **SECTION 2 AUTHORITY**

The Project Plan Review process is established in Woodstock City Code Section 2.1.1, 2.1.2, 2.4.1 through 2.4.5, and 7.8.1 through 7.8.5. Section 7.8.1 requires that properties be developed in accordance with the Preamble of Ordinance 1470. (See Appendix A). Scope and jurisdiction of the Project Review Commission appears in Section 7.8.1 and Section 7.8.2. (See Appendix B)

Many project plan review matters are also regulated by the Woodstock City Code (WCC); the Unified Development Ordinance, the Resolution Restricting Stormwater Release Rate along Route 47 (RRR); and the applicable building codes.

Any references to codes, ordinances or regulations included herein are as of the date of final approval of this document. Every effort will be made to update available reference materials if legislative changes occur.

The Woodstock Unified Development Ordinance and the Woodstock City Code may be viewed online at [www.woodstockil.gov](http://www.woodstockil.gov).

### **SECTION 3 OBJECTIVES**

To carry out the City of Woodstock's long-time commitment to proper planning and attractive development the Project Review Commission is required to formulate regulations and standards (WCC 2.4.4.B). The Commission has based its regulations and standards on the following objectives:

1. The primary goal is to maintain, enhance and improve the property values and harmonious uses of business, commercial, industrial, institutional and residential areas in the City of Woodstock by reviewing plans for site development, landscaping and exterior appearance of structures to determine if the proposed project meets the objectives and standards set forth herein.
2. Excessive uniformity, dissimilarity, inappropriateness, poor design quality or monotonous, drab, unsightly, dreary, inharmonious, or garish development is discouraged and it should not be expected to be approved.
3. The City's natural beauty and visual character is to be maintained and enhanced by insuring that all site alterations and additions are properly related to the site and compatible with surrounding sites, structures and public improvements. Originality, flexibility and innovation as well as durability and ease of maintenance are encouraged when striving to reach the primary goal.
4. Proper attention needs to be directed toward best use of the natural terrain as well as preservation of existing high quality vegetation and comprehensive use of appropriate landscaping to unify and blend the elements of the site into a harmonious unit that contributes beauty and interest to the area and the community.
5. New or reconstructed business, manufacturing, institutional, or multi-family sites and planned developments need to meet appropriate design standards to sustain the comfort, health, tranquillity and contentment of residents, employees, and visitors by exhibiting permanence, dignity, order, logic, safety and balance in the overall design of the site and its structures.
6. Logical and pleasing development results from good planning and will foster civic pride, community spirit and enhance the City's appeal to both its residents and its visitors. This will help support and stimulate business and industry and promote investment, patronage and occupancy.

## **SECTION 4 GENERAL REGULATIONS**

Project plan review is an ongoing process which will be coordinated and administered by the Community and Economic Development Department in a timely and efficient manner. In addition to Community and Economic Development Department personnel, other city staff may be consulted as necessary for the review of a project.

The precepts contained in this document were written by the Woodstock Project Review Commission and are administered by the Community and Economic Development Department. Deviations from or waivers of the regulations and standards set forth in this document may occur due to good cause. However the Community and Economic Development Department does not have such jurisdiction if said regulations or standards are a direct result of a city ordinance or code.

Maintenance or repair projects consistent with plans previously approved through the Site Plan Review Commission or administrative Project Plan Review process are exempt from review.

### **A. Application Process**

1. A complete application with all materials must be submitted to the Community and Economic Development Department (WCC 7.8.3.A.).
2. A complete application consists of three copies of the formal signed application, site plan, building elevations, lighting plan, and landscape plan plus five copies of pertinent narratives, schedules, lists, reports, spec sheets, photographs, etc. Information submitted must comply with the standards in this document, be certified as complete and all papers larger than 8 1/2" x 11" shall be folded when submitted. (WCC 7.8.3.B.).
3. City staff may require additional material or information as is deemed necessary to clearly convey details and overall impact of the project regardless of any exemption stated in this document.
4. The requirements for submission of application materials may be waived for a potential applicant who wishes to have an informal discussion of the merits of a proposal prior to formal application.

### **B. Review Process**

Upon receipt of a complete application for project plan review, the Community and Economic Development Department will circulate copies of plans to appropriate City staff. Each staff member will review those aspects of a project which are related to his or her particular expertise. This review will be based on the Standards and Guidelines prepared by the Project Review Commission and adopted by the City Council.

A project plan review report with findings will be completed within 15 working days of the receipt of a complete application. Reviewers will include comments regarding the changes necessary to bring the plans into compliance with City Ordinances and the Project Plan Review Regulations and Standards.

The City's Project Plan Review staff will meet with applicants if necessary to resolve issues and concerns.

1. If the Community and Economic Development Department deems a plan unacceptable, the applicant may submit revised plans and additional information for further review or may file an appeal for review by the Project Review Commission. An application for appeal will be included in the project plan review report.

2. The City Staff will supply one copy of approved exhibits to applicant but the applicant is responsible for supplying copies to subcontractors.
3. These standards have been compiled to provide a platform for review and approval. Some standards may not be applicable to a project and there may be requirements that are not specifically detailed in this document.

SEE SECTION 10 AND SECTION 11 OF THIS DOCUMENT FOR COMPLIANCE, ENFORCEMENT, APPEALS AND VARIATIONS.

**SECTION 5  
SITE PLAN STANDARDS**

**A. Site Plan Submission Standards**

1. Each of the three copies of the site plan must be to scale and scale listed
2. North point must be shown.
3. Depict and label the following on the site plan:
  - Property lines, building setback lines
  - Easements, existing and proposed; identify their use
  - Public right of way boundaries and street names
  - Wetland, floodplain or "open space" boundaries
  - Footprint(s) of all structures; include door locations
  - All impervious surfaces: curbs, sidewalks, ramps, aprons, driveways, parking areas
  - Stormwater facilities: sewers, basins, inlets, outlets, swales, ditches
  - Expected location of water and sanitary sewer lines, gas and electrical lines
  - Ground mounted equipment such as HVAC, light poles, transformers, and hydrants. If the exact location is not known depict expected location
  - Walls, fences, berms, bollards, signs, etc.
  - Dumpster enclosures
  - Snow storage locations and outdoor product or equipment storage locations
  - Parking spaces, loading spaces, bicycle racks, pedestrian walkways, or other vehicle or pedestrian amenities
4. If site is located on a major street or highway, in a detail or sketch drawing to scale, show all access points on both sides of the street within 300 feet of proposed or existing access.
5. For a subdivision, since review is limited to entrance features and open spaces the project is exempt from this Section but is subject to the sections on lighting and landscaping standards and the Sign Control Ordinance.
6. For a planned development, in addition to above requirements an inventory of inventory of significant vegetation is required (UDO 6B.2.4.b.2.f).
7. An applicant for a site subject to the Route 47 Overlay Ordinance or the Washington Street/Route 120 Overlay Ordinance, in addition to above requirements must explain or show proof that shared easements

or other alternatives are unobtainable or impractical for any existing or proposed direct accesses to Route 47 for the proposed project.

8. A project involving the review of change of exterior finish materials and/or colors without a change in any structure mass or footprint is exempt from above requirements 1 through 7.
9. The applicant should provide a written narrative that describes existing site features, including topography, historic amenities, existing vegetation and structures, if any, and describe surrounding properties and uses. Community and Economic Development staff may contact the applicant with any questions.
10. Colored photographs, larger scale drawings, sketch plans, colored renderings, topographic drawings or other materials as desired by applicant should be submitted with the application. One copy of these items is generally sufficient.

#### **B. Site Plan Review Standards**

1. Traffic: Traffic and traffic patterns, vehicular and pedestrian, both internally on the site and externally, especially in relation to major thoroughfares (WCC 7.8.2.B.) and the relationship of project to public utilities, easements and public R.O.W., existing and proposed (WCC 7.8.2.I) will be reviewed. The following standards shall apply:
  - Safe, logical traffic patterns are to be provided.
  - Orientation of structures and traffic areas should be compatible and harmonious with surrounding development.
  - Access should be adequate and properly located in relation to adjacent accesses and streets and for emergency vehicles.
  - Shared access, cross access and/or shared parking are very desirable.
  - Adequate space should be provided to allow backing and turning movements and all vehicles should be able to reverse direction on site.
  - Ease and safety of movement for vehicles and pedestrians throughout the site and between sites must be facilitated and conflict minimized.
  - Buildings and ground-mounted equipment should not be endangered by vehicles.
  - Vehicle and pedestrian movement within the site should be defined with pavement markings, curbs, and/or sidewalk treatments such as concrete, bricks, pavers, flagstones, stained, patterned concrete, etc.
  - Handicap parking and bicycle racks should be located logically, promote safety and avoid conflicts with vehicles and pedestrians.
  - Adequate space must be provided for access to dumpsters, for mowing and for snow storage.

For a site subject to the Route 47 or Washington Street/Route 120 Overlay Ordinance, certain design standards have been established which will result in better traffic movement and less vehicular congestion, more efficient access, a safer setting for pedestrians, bicyclists, and motor vehicles. (UDO 7E.2, 7E.3; See Appendix C.) The following elements are to be carefully reviewed:

- Off-site Improvements
- Shared Access
- Frontage Lanes
- Driveways: widths and approaches
- Curb Cuts: number, location
- Side Road Access; off street parking; curb, gutter, cross access, joint parking
- Internal Circulation: large vehicles
- Sidewalks: width, connections to building
- Bicycle Access and Storage

2. Structures and Impervious Surface Footprints: The preservation of existing trees, shrubs and/or historic amenities (WCC 7.8.2.C.), site grading and topography (WCC 7.8.2.D.) and provisions for open space (WCC 7.8.2.E) will be considered. The following standards shall apply:

- Design should not result in the indiscriminate clearing of property or the excessive grading of hillsides or filling of low areas.
- Orientation of structures and traffic areas should be compatible and harmonious with surrounding development.
- Buildings and parking lots should take into account protection from and benefits of natural elements, i.e. heating, cooling, daylight, sun and wind.
- The site should be utilized in accordance with its natural capabilities to support development.
- Structures and impervious surfaces should be located to preserve existing high quality trees, shrubs, and historic amenities (if any).
- The development should enhance wetlands, streams, trees and other significant existing features.
- Erosion is to be prevented.
- Benches, outdoor tables, statues, fountains, recreational facilities and similar amenities available for public use are important and required.

3. Stormwater Management: Water retention and runoff, in relation to adjoining properties and on-site amenities will be reviewed (WCC 7.8.2.H.). The following standards shall apply;

- Detention basins should be attractive (shape, vegetation) and functional.
- Vehicles and pedestrians should be protected from any hazardous conditions created by water management facilities.
- Groundwater protection; dry wells are discouraged.
- Erosion is to be prevented.
- Steep slopes are to be treated appropriately with vegetation, retaining walls, railings, rip-rap, terraces, etc.

- Ditches and swales must be appropriately planted or paved and easily maintained on site and in public R.O.W.
  - Specific volumes and engineering design are to meet City standards and must be reviewed and approved by the City's Development Engineer.
4. Screening and Buffering: Screening shall be provided between incompatible uses (WCC 7.8.2.F.) and screening of refuse containers and accessory equipment (WCC 4.1.A.4 and 7.8.2.J.) shall be provided.
- The development must protect surrounding properties from noise, vibration, odors, litter, and intrusive light.
  - Parking lots must be screened if adjacent to residential use.
  - Outside storage of product and equipment must be screened.
  - Berms and/or landscaping are a highly encouraged form of screening or buffering.
  - Landscaping, fences and berms as well as orientation of structures can provide screening or buffering.
  - Accessory equipment, in particular dumpster enclosures or HVAC equipment, must be screened with wall structures, fencing or landscaping or a combination thereof.
  - Style and color of fencing should be compatible with on site building and adjacent sites.
  - Fencing that is part of the overall security of the site should be screened with vegetation when appropriate.
  - Landscape screening should be indicated on the site plan and addressed more completely on the landscape plan.

**Section 6**  
**EXTERIOR STRUCTURE STANDARDS**

**A. Exterior Structure Submission Standards**

1. Each of the three copies of required building elevations for all structures must be drawn to scale with the scale listed.
2. Label each elevation's orientation direction, i.e. north, south, east, west
3. Depict on the elevations and label:
  - Foundation(visible portions);
  - Roofing that is visible from ground level including any visible flashings or copings;
  - Mansards or facade walls
  - Siding, cornices, corner boards, frieze boards, soffits, fascia and embellishments;
  - Window frames, trim, muntins and glazing;
  - Doors including frames, trim, hardware and glazing;
  - Lighting fixture locations
  - Canopies, awnings, window boxes, shutters or other appurtenances or decorations;
  - Gutters, downspouts and chimneys; grilles, vents, roof projections;
  - Screening, fencing, railings, ramps, stairs, knee walls;
  - Signable areas identified;
  - Mechanical Systems mounted on structure, (if visible from ground level) and associated screening.
4. The material, finish and color of all of the items in #3 must be clearly and completely labeled on the elevation drawings or provide five copies of a detailed materials list with keys to locations on the elevations.
5. Color photographs, larger scale drawings, colored renderings, narratives or other materials as desired by applicant may be presented at the meeting or submitted for prior review circulation (ten copies) to explain details or help commissioners understand the applicant's vision and the overall impact of the project.
6. Samples of building materials, carefully identified should be presented at the meeting.
7. If remodeling, constructing an addition, or changing materials and/or colors of an existing structure, the labels or materials list required in #4 above must identify which is existing and which are proposed materials, finishes and colors.
8. If demolishing, remodeling, constructing an addition or changing materials and/or colors of an existing structure, color photographs (at least four views) of existing structure(s) and the site are required to be submitted for presentation at the meeting and may be provided for prior review circulation (five copies). Panoramic views may be particularly helpful.

**B. Exterior Structure Review Standards**

1. The compatibility of building and landscape design with surrounding development, existing and future

(WCC 7.8.2.A.) and will review the relationship of structures and improvements to public utilities, existing and proposed (WCC 7.8.2.1) will be reviewed.

- Massing, scale, proportion, textures and colors are main components that define a structure within its setting.
- Structure should exhibit dignity and permanence and be compatible and harmonious with its site and surrounding development or improve upon it.
- Excessively long roof or wall expanses should have interest added by changes in relief consistent with the structure's use, especially residential structures. Large blank or uninterrupted wall faces are discouraged.
- Height and massing of structure should be compatible with surrounding structures relative to setbacks.
- Textures and colors should be carefully chosen and used to unify elements of the structure as well as create harmonious accent or interest.
- Excessively bright or hot colors should be used sparingly if at all.
- Materials should be durable and easily maintained.
- The front façade and side façade of a building visible from a public right of way shall be of similar or complementary materials.
- The predominant front and side façade of a building visible from a public right of way shall be brick, stone, masonry, terra cotta, or other high quality material, and may include tip-up pre-cast decorative panels.
- Sheet metal, corrugated metal, unfinished concrete block, and unfinished pre-cast panels are not permitted on the front or side façade of a building visible from a public right of way.
- Additions to existing buildings may utilize finishes similar or complementary to existing materials, if the addition is behind the existing building or if the addition has an area or building footprint which is less than fifty (50) percent of the existing building's footprint or area.
- Exterior insulation finish systems (EIFS), stucco, or similar material, is prohibited as the principal material on the front façade or side façade of a building visible from a public right of way. Alternative materials may be considered if the building has an area equal to or greater than 60,000 square feet.
- Accent features may consist of other materials, however, the amount of EIFS material, stucco, or similar material use for accessory features should be limited.
- Corporate design schemes are to be altered if necessary to meet these review standards.
- Door and window openings should be in proportion to the building and provide human scale as well as being appropriate to their use.
- All components of a structure should be consistent with the overall style.

- Structures abutting residential zoning districts or adjacent to one-and two-family residential structures may have facades consisting of materials compatible with said residential structures.
  - All accessory structures shall have a common and unifying architectural theme and shall compliment the principal building or structure.
  - Mechanical and utility service equipment should be included in the structure design or be screened consistent with building design
2. For a site subject to the Route 47 or Washington Street/Route 120 Overlay Ordinance, design standards have been established to provide a visually more attractive environment. (UDO 7E2, 7E.3 See Appendix C.) Elements subject to these standards are:
- Building front elevation; orientation to street, changes of relief, windows, tinting, masonry materials
  - Major entrances; orientation, emphasis
  - Height and scale compatibility
3. Enclosed structures, located at entranceways or in open spaces in a subdivision are subject to review under this section.

**SECTION 7  
SITE LIGHTING STANDARDS**

**A. Lighting Submission Standards**

1. Three (3) copies of a drawing to scale with scale listed that depicts:
  - Building footprint(s)
  - Parking lot boundaries
  - Driveways
  - Sidewalks
  - Street lights (approximate)
  - Ground-mounted light fixtures
  - Building-mounted light fixtures
  - Property lines
2. Three (3) copies of a list of all exterior light fixtures being used, the type of light source, the amount of wattage and/or lumens, special throws (if any) and the mounting height from ground level.
3. Three (3) copies of a catalog cut sheet for each type of light fixture.
4. Three (3) copies of an overall photometric diagram properly labeled with averages, ratio, etc.

The site lighting plan may be combined with the site plan or the landscape plan if information can be clearly conveyed and is complete.

**B. Lighting Review Standards**

1. Exterior lighting shall enhance the building and landscape design. Lighting standards and fixtures shall be of a design and size compatible with the building and adjacent areas. Lighting shall be restrained in design and excessive brightness and brilliant colors avoided.
2. All lights shall be high-pressure sodium, metal halide, incandescent, fluorescent or neon. Low-pressure sodium is prohibited (wcc 4.1.3.3.C). Consideration must be given to the type of light used and the effect its color will have on design, landscape elements and adjacent properties.
3. All open off-street parking areas, other than parking for single family homes shall be lighted. (UDO 9.14B) See Appendix D.
4. All light fixtures intended to illuminate a sign or a vertical surface of a structure must focus the entire beam on its intended surface. The fixture shall be mounted and the light source recessed so as not to glare into the eyes of pedestrians or motorists.
5. All light fixtures intended to illuminate landscape or special features shall be mounted to direct the light upward or downward at an angle between 70° and 90°.
6. All light fixtures intended to illuminate parking areas, yards, walkways or driveways or for security shall be a type that provides down light. The lamp filament must not be visible or lower than the bottom of the fixture housing. The lower lens shall form a flat surface which will not protrude below the bottom of the fixture housing.
7. Decorative light fixtures or entryway lighting may be used which do not meet down light requirements if the light source is incandescent bulbs no more than seventy-five (75) watts, or; other lamp type but

lumens do not exceed 1200.

8. The arrangement, location or direction of a light installation should not endanger the safety of the public by excessive glare or confusing colors and the light must not intrude upon any adjacent right-of-way or residential property.
9. Maximum mounting heights of light fixtures are as follows:
  - The maximum mounting height for decorative light fixtures is eight (8) feet. Special circumstances may apply to allow greater height in order to keep the light fixture in scale with the building proportion and to the scale of scheduled features.
  - The maximum height of any light fixtures located in an Agriculture, Estate or Residential Zoning District shall be fifteen (15) feet.
  - Within fifty (50) feet of a residentially zoned property, the maximum height of any light fixtures located in a Business or Manufacturing Zoning District shall be twenty (20) feet.
  - More than fifty (50') from a residentially zoned property the maximum height of any light fixture located in a Business or Manufacturing Zoning District shall be thirty (30) feet.
10. Exterior lighting design standards shall be based on a maintained value which is assumed to be 70% of the initial illumination as follows:
  - The maximum illumination at any point on the property line of a residential property shall be 0.2 foot-candles, except at the parking lot entrance/exit, which may be higher. (100%=.285)
  - The maximum illumination at any point on a residential property shall be 8.0 foot-candles. (100%=11.42)
  - The minimum illumination at any point on a residential property shall be 1.0 foot-candles. (100%=1.43)
  - The ratio of maximum illumination to the minimum illumination on a residential property shall be 8:1.
  - The maximum illumination at any point on the property line of a business, manufacturing or agricultural property shall be 0.3 foot-candle, except at entrance/exit which may be higher. (100%= .43)
  - The maximum illumination at any point on the property of a business, manufacturing, or agricultural property shall be 12.0 foot-candles. The average illumination shall be less than 2.5 foot-candles but greater than 1.0 foot-candles. (100%= 17.14; 3.57, 1.43 respectively)
  - The ratio of the maximum illumination to the minimum illumination on a business or manufacturing property shall be less than 10:1.
  - All electrical lines to parking lots shall be placed underground (UDO 9.14B). See Appendix D; also refer to the Woodstock Electrical Code.

**Section 8**  
**LANDSCAPE STANDARDS**

**A. Landscape Submission Standards**

Each of the five (5) copies of the required plan must be drawn to scale and the scale listed.

North point arrow must be shown.

Draw and label the following on the landscape plan:

- Existing and/or planned structure footprints, including subdivision structures
  - Walkways
  - Dumpsters
  - Ground-mounted equipment, including light poles, HVAC, power supply
  - Swales and ditches designed for stormwater
  - Surface stormwater storage facilities
  - Fences, railings, terraces
  - Retaining walls, rip rap, etc.
  - Snow storage locations
  - Sanitary sewers
  - Electrical lines, underground & overhead
  - Final significant site elevation changes
  - Berms and significant slopes
  - Historic amenities
  - Existing vegetation to be retained
  - New vegetation to be installed
  - Statues, fountains, or other artwork
  - Ground-mounted sign
1. Provide the area in square feet for sites that have new off-street parking (20 or more spaces), or additions/alterations in design to existing parking: (UDO 9.14)
- Total paved area including driveways
  - Total area of landscaping for interior of the parking area (landscape islands and peninsulas must be at least 160 sq. ft in area.)
  - Total area of external landscaping around the perimeter and within 8 feet of the edge of the paved surface;
  - Total area of landscape which is used to improve site entrance features or to serve as a buffer between parking lot and adjoining properties.
2. Include the following information on the landscape plan or on a separate sheet(s) of paper:
- List quantity, planting size, botanical and common names of all plant material to be installed, with key to location on the landscape plan. (See Appendix E for approved minimum sizes and varieties.)
  - List identity of all existing native trees having a diameter at breast height (DBH) of 4" or more and

all other trees with a DBH of 8" or more.

- Identify type of mulch, edging method, and type of weed control.
- Identify materials for walkways, retaining walls, rip rap, railings, fences, etc.
- Identify finish material for all surface stormwater management facilities, including detention/retention, swales and ditches.
- Identify the method of turfgrass enhancement or replacement for all unpaved areas on the site and planting treatment for berms.

Landscaping should be provided around all ground signs.

## **B. Landscape Review Standards**

The compatibility of building and landscape design with surrounding development, existing and future (WCC 7.8.2.A), preservation of existing trees, shrubs and/or historic amenities (WCC 7.8.2.C), site grading and topography (WCC 7.8.2.D), screening between incompatible uses (WCC 7.8.2.F), screening of refuse containers and accessory equipment (WCC 7.8.2.J), and parking lots (UDO 9.14 --See Appendix D) will be reviewed. The following standards shall apply:

1. Intent and Purpose. The purpose of requiring landscaping is to establish minimum standards for the provision, installation and maintenance of landscape plantings in order to achieve a healthy, beautiful, and safe community for the following reasons:
  - **Environmental Quality.** Improve environmental quality by recognizing the numerous beneficial effects of landscaping upon the environment, including: improving air and water quality through such natural processes as photosynthesis and mineral uptake; maintaining permeable land areas; reducing air, noise, heat and chemical pollution through the biological filtering capacities of vegetation; and promoting energy conservation through creation of shade, reducing heat gain in or on buildings or paved areas.
  - **Land Values:** Maintain and increase the value of land by requiring landscaping to be incorporated into development, thus becoming by itself a valuable capital asset.
  - **Human Values:** Provide direct and important physical and psychological benefits to the inhabitants of this community through the use of landscaping to reduce noise and glare, and to break up the monotony and soften the harsher aspects of urban development.
  - **Preservation of Vegetation:** Preserve existing natural vegetation and the incorporation of native plants, plant communities, and ecosystems into landscape design, where possible.
  - **Removal of Nuisance Species:** Eradicate or control certain exotic plant species that have become nuisances because of their tendency to damage public and private works, which have a negative effect upon the public health and disrupt or destroy native ecosystems.
  - **Improved Design:** Promote innovative and cost-conscious approaches to the design, installation, and maintenance of landscaping, encourage water and energy conservation.
2. Important information that must be used in making decisions about landscaping:
  - Height and spread of plant at maturity

- Hardiness for this climate and existing soil and light conditions.
- Size of plant to insure successful transplanting and quickly achieve desired effect.
- Spacing of plants at initial planting to allow for mature growth.
- Amount of maintenance (pruning and watering) required by plant.
- Disease and insect resistance and longevity of the plant.

3. Practical concepts for the review process:

- Valuable, long-lived or deep rooted trees should not be planted over utility service lines or under overhead electrical lines.
- Provide space for mowing and for snow storage.

4. Design concepts for the review process:

- Position plants proper distances from buildings and lighting and from each other.
- Select plants that will fit the available space properly when mature.
- Use appropriate plants to delineate walkways and driveways, especially for winter conditions.
- Select plants to provide seasonal variety.
- Position plants to conceal or draw the eye away from uninteresting or unattractive elements, i.e. large expanses of walls or paving, dumpsters, ground mounted equipment, security fences, etc.
- Position plants to draw the eye toward desirable elements i.e. entrances, walkways.
- Provide a pleasant vista from the street or entranceway.
- Select and place plants to take advantage of the energy savings from natural cooling in the summer, the warmth of winter sun and protection from winter winds.
- Curvilinear planting beds and grouping of plants are encouraged to provide a more natural and effective impact.
- Innovation and creative design is encouraged through use of stone, bricks, timbers, sculpture, benches, fountains, patterned or colored concrete, etc.

5. Specific requirements for the following:

a. Parking lots:

- When new off-street parking for twenty (20) or more vehicles is provided or when an existing parking lot is altered in design or additional spaces are added, landscaped area equal in size to at least fifteen (15) percent of the entire paved surface must be provided. (UDO 9.13) (See Appendix D)

- When a parking lot is located across from a public right-of-way(s) and the front plane of a multiple family or non-residential building said parking lot must be screened/buffered parallel to the right-of-way as follows:
    - If opposite a residential use 100% of the parking lot frontage (excluding curb cuts) to a minimum height of three (3) feet.
    - If opposite a non-residential use 50% of the parking lot frontage to a minimum height of three (3) feet.
  - When a parking area [for twenty (20) or more vehicles] for a non-residential use is located in a side or rear yard abutting a residential use or a public right-of-way it shall have 100 percent screening six (6) feet high adjacent to the paving or along the property line. If located in a front yard, screening shall not exceed three (3) feet in height.
  - Vehicle overhangs in parking lots must be seeded or sodded, mulched or planted with low perennial ground cover. Vehicles may overhang sidewalks with a minimum width of 6 feet.
  - Landscape islands may be provided within parking lot areas to define circulation within a parking lot and to visually and physically break-up long rows of parking spaces. For parking lots with less than one hundred (100) cars, a maximum of fifteen (15) spaces in a row is allowed. For parking lots with more than one hundred (100) cars, a maximum of twenty (20) spaces in a row is allowed.
  - When a required shade tree cannot be planted in a parking lot island due to a conflict with a light fixture an equivalent tree is to be planted elsewhere on the property.
- b. Stormwater Facilities/Wetlands:
- Wetland buffer strips are to be planted with native vegetation.
  - Select and place plants to prevent debris buildup in rain gutters, swales and drainage ditches.
  - Detention/ retention basins and pond areas shall be planted. Such plantings shall include shade and ornamental trees, shrubbery, hedges and/or other live planting materials.
  - Plants must be able to tolerate wet conditions if planted within the basin.
  - Edges and slopes of basins must be planted with appropriate plants to prevent erosion.
- c. Tree Preservation:
- A tree preservation, removal and replacement plan must be included as part of landscape plan submission, if applicable. Historic trees, such as oaks, ash, hickories and hardwood maples, especially of a larger caliper, should be preserved. If a such a tree must be removed, then it shall be replaced with approved trees from the list of recommended trees in Appendix E according to the following schedule:

<b>Diameter of Removed Tree</b>	<b>Number of Replacement Trees</b>
4 inches	1 tree @ 4 inches or 2 trees @ 2 1/2 inches
5-6 inches	1 tree @ 6 inches or 2 trees @ 3 inches
7-8 inches	1 tree @ 8 inches or

	2 trees @ 4 inches or 3 trees @ 3 inches
9-10 inches	2 trees @ 5 inches or 3 trees @ 3 1/2 inches or 4 Trees @ 2 1/2 inches
11-12 inches	2 trees @ 6 inches or 3 trees @ 4 inches or 4 trees @ 3 inches
13 – 25 inches	Minimum 2 trees @ 6 1/2 inches or 3 trees @ 4 1/2 inches or 6 trees @ 4 inches or 8 trees @ 3 inches
26 or more inches	Minimum 9 trees @ 3 inches or 6 trees @ 4 1/2 inches or 4 trees @ 6 1/2 inches

- If it is impractical to plant the required number of replacement trees on the same parcel due to space limitations or the density of existing trees, the owner may plant the trees on public property in cooperation with the City.

d. Foundation Plantings:

- Include evergreens as foundation plantings for winter color and to provide a background for perennial plants of proper height compatibility.
- Foundation landscaping shall consist of ornamental trees, evergreens, annuals, perennials, deciduous shrubs groundcover or grasses. Particular attention shall be paid toward screening mechanical equipment, bicycle parking areas, and loading docks; softening large expanses of building walls; and accenting entrances and architectural features of the building(s).

e. Screening/Buffering/Perimeter Plantings:

- On a non-residential use, parking areas, storage yards, service yards, loading docks and other places that tend to be unsightly shall be screened from view when abutting a residential use or visible from a dedicated right-of-way.
- Dumpsters may be screened from public view with a fence at least six feet high plus at least one shrub or tree to soften its appearance. (WCC 4.1.A.4 and 7.8.2.J) (See also Section 5.B.4 this document.)
- Screening/Buffering shall consist of berms, fences and/or hedges.
- Screening shall be equally effective at all times of the year.
- Berms shall have a slope of no more than 3:1 and shall be planted with groundcover to prevent erosion and groupings of plantings to soften its effect.
- Wood fences shall be of red cedar, redwood, cypress or other decay-resistant treated wood and of solid-wood construction. Fences shall be not less than seventy-five percent (75%) opaque, with all supporting posts exposed to the lot interior.
- Chain link fences used for screening must have slats inserted.
- Hedges shall be plant materials of a single type or of mixed types and may be intended to be trimmed or untrimmed and shall form a continuous visual screen.

- Screening shall be installed and maintained at a height of three (3) feet in the front yard and selected to achieve and/or be maintained at six (6) feet behind the front building line of a lot except as otherwise may be required for sufficient buffering.
- Use screening to separate summer living areas (ie. patios and porches) in yards of attached dwellings.
- Plant materials shall be placed intermittently against long expanses of fences and other barriers to create a softening effect.

f. Visibility:

- Clear View of Intersecting Streets. On any corner lot, in the triangular area formed by measuring a distance of one hundred (100) feet along the center lines of the intersecting streets, from the point at which said center lines intersect, and then connecting these points, nothing shall be maintained in such a manner as to materially obstruct vision between a height of two and one half (2 ½) feet and ten (10) feet above the centerline grades.”
- In parking lots landscaping shall be designed and installed to minimize potential obstruction of critical sight lines. Landscape planting shall be so designed as to avoid obstruction of a motorist's vision between three (3) feet and seven (7) feet above the height of the pavement at the intersection of parking aisles, driveways, public or private streets and alleys. Unobstructed visibility must be maintained at all intersections. To maintain this visibility, no berms, shrubs or other landscape material, which will reach a mature height greater than three (3) feet, shall be permitted within a sight triangle. Trees are allowed in sight triangles provided the lowest branching begins not less than seven (7) feet above the pavement. (UDO 9.14.A.3) See Appendix D.
- Plantings must not obscure signage, display windows, public entrances, or the front of commercial buildings.
- Pedestrian safety should be considered in relation to the location, height and density of plantings

g. Planting bed requirements (see #5 in Section A):

- 3" thick wood mulch, or
- Stone mulch, weed barrier and rigid edging, or
- Perennial or annual groundcover
- Spaded or rigid edging must be provided between planting beds and turfgrass. Rigid edging examples: steel, plastic, weather-resistant or treated wood, natural stone or concrete products.

6. Maintenance of Plantings:

- Use indigenous and/or drought resistant plant material to reduce the need for irrigation.
- Pay careful attention to the mature plant size to diminish or eliminate the need for pruning.
- Maintain annual landscape beds per approved landscape plan.

## **SECTION 9 PLANNED UNIT DEVELOPMENT**

The Unified Development Ordinance sets out particular objectives and processes for Planned Unit Developments. The objectives may be in addition to the standards and specifications contained in these guidelines. The Planned Unit Development approval consists of a required pre-application procedure (Step 1), a required preliminary plat submittal (Step 2), and a required final plat submittal (Step 3).

A planned unit development shall be approved as a special use in accordance with the procedures and standards of this Section and may depart from the normal procedures required of conventional developments as provided for herein. (UDO)

Prior to consideration of a final plat of planned development by the Plan Commission, detailed architectural, site, and landscape plans shall be submitted for Project Plan Review. Final site engineering plans must be approved prior to any such consideration. (UDO 6C.1.2.C).

### **A. Planned Unit Development Submission Standards**

- A pre-application discussion with Community and Economic Development Department staff is encouraged.
- Application for Project Plan Review is to be made after the Preliminary Plan is approved by the City Council and before final engineering, which is to be completed in order to qualify for consideration of the final plat by the Plan Commission.
- A site plan that complies with Section 5.A of this document .
- Building elevations are to be submitted that comply with Section 6.A of this document.
- A lighting plan is to be submitted that complies with Section 7.A of this document
- A landscape plan is to be submitted that complies with Section 8.A of this document
- Additional information is to be included on the above submittals or separately in order to judge compliance with Planned Development requirements in Chapters 5 and 6 of the Unified Development Ordinance.

## B. Planned Unit Development Review Standards

Planned developments shall meet the objectives in Section 3 of this document, comply with Review Standards in Sections 5, 6, 7 and 8 of this document, as well as be judged against the design standards in Section 5.8.2 of the Unified Development Ordinance:

- Buildings have massing compatible with the scale and intensity of surrounding development.
- Higher density or intensity development abutting lower density or intensity areas includes transitional buffering and substantially mitigate any negative impacts.
- Lot layout promotes cluster design, conservation design, and/or traditional neighborhood design elements.
- Pedestrian and/or bicycle access in the form of public sidewalks and/or private trails and pathways is addressed.
- Pedestrian and/or bicycle access is provided within the boundary of the PUD to schools, parks, and similar amenities.
- Off street parking is adequate to serve the needs of proposed land uses. The amount of required parking may be varied if proposed uses warrant such a variation.
- Multifamily developments include open space or recreational facilities.
- Sidewalks and related pedestrian facilities are incorporated within neighborhoods.
- Conservation organizations and similar entities, or an owners association when such entities are not available, maintain private landscaping amenities, on-site signage, open space, and recreational facilities and pathways.
- School sites and park sites abut or are located in proximity to each other.
- Public facilities comprised all or partly of buildings and structures include buffering and substantially mitigate negative impacts.
- A minimum of 35 percent of the overall site area is set aside as dedicated open space.
- Bicycle lanes and/or routes are addressed for appropriate collectors and arterial streets
- Pedestrian and/or bicycle trails, including picnic and rest areas, are provided as appropriate.
- Handicapped accessible facilities are provided.
- Recreation and open space facilities are linked to the open space network and amenities.
- Storm water management facilities, such as retention or detention ponds, are constructed using native landscaping to provide water quality benefits and infiltration, and complement natural amenities on the project site.
- Stormwater management facilities and open space areas shall follow the performance standards specified in Appendix JA of the Unified Development Ordinance.
  
- Site design features and amenities are designed to be protective of groundwater integrity and to minimize negative impacts on groundwater resources.
- Conservation design elements are incorporated into overall site design.
- No two residential structures with the same front facade are located on the same side of a street within three (3) building lots or sites of each other. Facade reversal may be considered dissimilar appearance.
- Garage fronts are de-emphasized and not the most prominent architectural feature of the house. The use of side load garages, rear load garages, detached garages, or L-shaped floor plans should occur on not less than one-fifth (1/5) of the building lots or sites.
- Front facades prominently feature entrances for persons rather than automobiles, such as a court yard or front porch, with the garage area not exceeding forty (40) percent of the front facade elevation.
- Corner lots are designed to accommodate side load garages.
- Driveways and walkways are constructed of cement, brick, asphalt, pervious brick or paver materials, or similar hard surface material.
- Distinctive architectural details such as covered front entries, front porches, and door and window details are provided for each residence.

- Entryways and landings visible from a street right-of-way or public access drive are provided on all residences and have an area of twenty-five (25) square feet.
- Entryways, porches and landings visible from public areas are covered by a roof that is an integral and compatible component of the roof and architectural treatment of the principal structure.
- Not less than fifteen (15) percent of the total area of any front facade (excluding garage doors) consists of windows and doors.
- Not less than ten (10) percent of the total area of any side or rear facade consists of windows and doors. The Community and Economic Development Director may reduce or waive this requirement if it is determined that the area comprised of windows and doors is the maximum reasonable/feasible area under the circumstances, or where a garage constitutes a side wall or rear wall.
- Skirting is of brick or masonry construction.
- Exterior chimneys are constructed of brick or stone, or contain an exterior material identical to the facade.
- Harmonious use of building materials is required through the enactment of deed restrictions or covenants.
- The number of dwelling units shall not exceed the number allowed by the underlying zoning designation, except in cluster developments.

#### Pedestrian and Vehicular Circulation

Vehicular ingress and egress provisions shall be designed to minimize congestion and to promote safety in the public streets. Pedestrian circulation and related walkways shall be insulated as completely and as reasonably as possible from the street system in order to provide a safe separation of vehicular and pedestrians. Sidewalks shall be provided along all publicly dedicated streets. Pedestrian and bicycle paths are encouraged within the interior of a site.

#### Open Space

An overall area equal to thirty-five (35) percent of the gross area, excluding public park sites, of the development site shall be provided as open space. This area may include wetlands, floodplain, retention/detention facilities, and similar features, and shall be reserved as permanent open space.

#### Trees/Landscaping

Trees shall be planted throughout a development site to achieve the objectives in Section 8A.1.3 of the Unified Development Ordinance. Trees must be of diverse species, with no more than 50 percent of the same species, and shall be the same or similar to those listed in Appendix E. Whenever possible, trees with local genotypes should be used. Significant landscaping shall be provided at the entrance to and along the periphery of the development site, especially where it abuts public street frontage. (ZO 5.5.3.H)

**Section 10**  
**COMPLIANCE AND ENFORCEMENT**

- A. If applicant has not applied for a building permit within one year of the date of Project Plan Review approval, said approval shall be revoked. (WCC 7.8.3.J.D)
- B. A building permit shall not be issued until Project Plan Review approval is received. (WCC 7.8.3.F)
- C. Before start of any work that does not match the approved plan exhibits any deviation, alteration, deletion or substitution must be brought to the attention of City Staff. The changes may be major or minor. If they are major changes, they require approval through the Project Plan Review process. It is understood that changes after approval may be required in order to comply with building code or engineering standards. Changes for a Planned Development are regulated by Section 6A.15 of the Unified Development Ordinance.
- D. No occupancy permit shall be issued until all site improvements have been completed according to the approved project plans, except for extenuating circumstances. (WCC 7.8.4.B.)
- E. Authority exists to impose fines for non-compliance. (WCC 7.8.5)

**Section 11**  
**APPEALS AND VARIATIONS**

**A. APPEALS PROCESS**

1. Any applicant or other person aggrieved with the findings of the Community and Economic Development Department may appeal to the Project Review Commission by filing a notice of appeal with the Community and Economic Development Director within 10 days after notification of the department's decision. The Community and Economic Development Director shall set a date for hearing before the Commission. The hearing on any appeal shall not be less than five days nor more than 30 days from the date of notice of appeal.

A notice of appeal shall be accompanied by a complete application consisting of ten copies of the formal signed application, site plan, building elevations, lighting plan, and landscape plan plus 10 copies of pertinent narratives, schedules, lists, reports, spec sheets, photographs, etc. that are to be provided for Project Review Commissioners' prior review. Information contained must comply with the standards in this document, be certified as complete and all papers larger than 8 1/2" x 11" shall be folded when submitted. (WCC 7.8.3.B.).

After the hearing, the Project Review Commission shall approve or disapprove the project plan under appeal, with findings of fact. A majority vote of the Commission shall be required to overturn any decision of the Community and Economic Development Director.

The Commission shall also make recommendations for any changes, alterations or variations of a disapproved site plan so the applicant is advised of what corrections may be made to bring the project plans into accord.

2. Any applicant or other person aggrieved with the findings of the Commission may appeal to the City Council by filing a notice of appeal with the City Manager within 10 days of the Commission's decision. The City Manager shall set a date for hearing the appeal before the City Council. The hearing of any appeal shall be set not less than five days nor more than 30 days from the date of filing of the notice of appeal. A simple majority vote of the City Council is required to overturn any decision of the Commission.

A notice of appeal shall be accompanied by a complete application consisting of seventeen copies of the formal signed application, site plan, building elevations, lighting plan, and landscape plan plus 17 copies of pertinent narratives, schedules, lists, reports, spec sheets, photographs, etc. that are to be provided for City Council members prior review. Information contained must comply with the standards in this document, be certified as complete and all papers larger than 8 1/2" x 11" shall be folded when submitted. (WCC 7.8.3.B.).

3. If the appeal is generated by the enforcement of interpretation of any zoning requirements of the Unified Development Ordinance, it is regulated by Section 4.5 of the Unified Development Ordinance and will be referred to the Zoning Board of Appeals.

**B. VARIATIONS**

**1. SIGN CONTROL REGULATIONS**

The Sign Control regulations are contained in Chapter 13 of the Unified Development Ordinance. The authority for conducting a public hearing and providing a recommendation on the petition for a variation of the Sign Control regulations is vested in the Project Review Commission for the area within its jurisdiction. See the actual text for complete details.

The Project Review Commission may recommend to the City Council a variation of the strict application of the terms and provisions of the Sign Control regulations when it finds:

- a. That such variation is harmonious with the intent and purpose contained in Section 13.1, Statement of Purpose of the Sign Control Ordinance.
- b. That there are practical difficulties or particular hardships in carrying out the strict letter of this Ordinance, or any part hereof, relating to the construction, alteration, maintenance, repair, or remodeling of any sign. Practical difficulties or particular hardships shall be proven by evidence demonstrating that (1) the plight of the owner is due to unique circumstances and (2) the variation, if granted, will not alter the essential character of the locality in which it is granted.
- c. That the variation will maintain and/or enhance the historic and architectural character of a site or structure.

**City Council Action:**

No variation shall be considered by the City Council without a hearing before the Commission nor without a report thereof having been made by the Commission to the City Council. Every such report by the Commission shall be accompanied by a statement specifying the reasons for its decision.

**13.1. Statement of Purpose:**

This section of the Woodstock Unified Development Ordinance, hereinafter referred to as the "Sign Control Ordinance", creates a legal framework for regulating signage.

The Sign Control Ordinance recognizes that outdoor signage places certain demands upon the attention of people passing by; demands which cannot easily be ignored, set aside, or turned off at will as may be done with other media.

The Sign Control Ordinance recognizes the need to protect the safety and welfare of the public; the need to protect and enhance property values and to provide a strong economic base by maintaining the attractive appearance and unique character of this community; the need to protect people from assaults upon their privacy and sensibilities; and the need to provide adequate and effective identification and communication.

The identity of businesses, the nature of the business or manufacturing activity on a site, as well as directional instructions to pedestrian and vehicular traffic on a site provide important information necessary for pleasant and effective commerce between the public and business establishments.

In addition, the Sign Control Ordinance provides for a variation process reviewed by a citizen commission with the City Council as the final decision maker. The variation process is provided for those situations where the regulations do not allow solutions to special problems.

The report of the hearing should refer to items that apply to the variation being sought and reasons why relief is sought from the requirements of the ordinance. During the hearing the following points should guide the development of evidence:

1. Visibility problems exist because:
  - a. Existing topography of roadways or adjacent sites diminish the visibility for signage.
  - b. Final topography of the site does not provide a position for signage visibility.
  - c. Existing structures, landscaping or signs on adjacent properties diminish the visibility for signage.

2. When considering the overall physical aspects of the site the ordinance is too limiting in number, size, location, height and/or number of items of information to adequately achieve the goals of the signage as defined by the Statement of Purpose in the Sign Control Ordinance.
3. The illumination allowed by ordinance would invoke the following practical difficulties:
  - a. The allowed intensity of illumination is too low for site conditions.
  - b. The sign would not be readable at night if conforming to the ordinance.
  - c. The color combination method of illumination is essential to the design but is not allowed by ordinance.
  - d. The intended method of illumination is essential to the design but is not allowed by ordinance.
4. Ordinance is too limiting in allowing "logo value" of nation wide promotion or advertising:
  - a. Written evidence should be presented that a franchiser will not approve alterations needed to conform to the ordinance.
  - b. Written evidence should be presented that no alternative signage has been or would be allowed per the franchise agreement.
  - c. Evidence should be presented that the proposed non-conforming sign is truly a nation-wide logo or emblem.
  - d. Evidence should be presented that a "logo" sign will be modified to conform to the intent of the ordinance, if not the details of the ordinance.
5. Evidence should be developed that attempts have been made to conform to the ordinance to some extent, if not entirely.
6. The visual effect the proposed signage will have within the site, and as it relates to nearby signage, old or new, and the nearby neighborhood and trends toward improvement must be considered.

## APPENDIX A

### ORDINANCE 1470

#### AN ORDINANCE PROVIDING FOR A SITE PLAN REVIEW COMMISSION AND SITE PLAN REVIEW REQUIREMENTS IN THE CITY OF WOODSTOCK, MCHENRY COUNTY, ILLINOIS.

WHEREAS, it is necessary to adopt reasonable regulations for the improvement of all sites containing certain types or classification of use in order to preserve the natural beauty of the City; to prevent the indiscriminate clearing of property and the destruction of trees and shrubs; to prevent excessive grading of hillsides and the creation of drainage hazards; to insure that the proposed structures are property dedicated to the goal of improving and/or maintaining the beauty of surroundings; to prevent the erection of structures and signs which are inharmonious with their surroundings; and to insure that open spaces, parking areas, pedestrian walks, advertising structures and landscaping be constructed and installed in orderly and harmonious fashion.

WHEREAS, without coordination of future building and construction with desired aesthetic qualities, developments can and will occur which will adversely affect the value of other properties within the vicinity, impair the use and enjoyment of other properties within the vicinity; will impair the orderly development of other properties within the vicinity; discourage the maintenance and improvement of surrounding properties with the result that surrounding properties will become degenerate and blighted and will adversely affect the health, safety, morals and general welfare of the inhabitants of the vicinity in which such uses are located and the inhabitants of the City at large, and cause an erosion of the City's tax base by reason of blight and deterioration;

2.4.1

## CHAPTER 4

**PROJECT REVIEW COMMISSION****SECTION:**

- 2.4.1: Commission Established
- 2.4.2: Membership And Terms
- 2.4.3: Meetings
- 2.4.4: Powers And Duties
- 2.4.5: Appeal Process

**2.4.1: COMMISSION ESTABLISHED:**

There is hereby established, to pursue the objectives and procedures contained in title 7, building regulations, chapter 8, project review, of this code, the project review commission ("Commission" for purposes of this chapter). (Ord. 01-0-41, 11-6-2001)

**2.4.2: MEMBERSHIP AND TERMS:**

- A. Appointment: The commission shall consist of seven (7) members ("Commissioners" for purposes of this chapter) appointed by the mayor and with advice and consent of the city council. A majority of members shall be residents of the city and shall include a registered architect, a person qualified by reason of education, training or experience in landscaping, and two (2) representatives of the business, commercial or construction interests of the city.
- B. Terms Of Commissioners: Commissioners shall service for a period of three (3) years.

C. Compensation: Each commissioner shall serve without compensation.

**D. Organization And Officers:**

1. It shall be the duty of the chairman to conduct all hearings and meetings of the commission and ensure that the commission is represented at all appeal hearings before the city council. The chairman may succeed himself to that position.

2. The city shall provide a secretary who shall be present at all meetings and hearings. It shall be the duty of the secretary to ensure that written, prepared copies of minutes are sent to the city council, commissioners, the building and zoning officer and applicants present at a meeting or hearing. The original minutes shall be kept on file permanently in the community development department. Reports of decisions, findings of fact and recommendations shall be a part of the official minutes.

E. Quorum: A quorum shall be four (4) commissioners.

F. Interest In Applications: Any commissioner having a personal or professional interest in any application shall disengage himself from any participation in that application as a commissioner.

## G. Removal And Vacancies:

1. Any commissioner may be removed by a majority vote of the city council or by the mayor with the advice and consent of the city council for cause.

2. All vacancies, whether created by resignation or removal, shall be filled in the same manner as the original appointment. Any person appointed to fill a vacancy shall serve for the unexpired portion of the term. (Ord. 01-0-41, 11-6-2001)

## 2.4.3: MEETINGS:

Commission meetings may be called as deemed necessary by the chairman or a minimum of two (2) commissioners. It shall be the duty of the secretary to ensure that notice of meetings and hearings are sent as herein set forth and pursuant to the open meetings act. (Ord. 01-0-41, 11-6-2001)

## 2.4.4: POWERS AND DUTIES:

The commission shall have the following powers and duties:

- A. Work to establish greater public interest and participation in enhancement of the city's appearance, order and quality of design to combat deterioration of visual character.
- B. Formulate standards and regulations for the evaluation of proposed projects and rules of procedure for application and hearings. Such regulations shall be submitted to the city council and shall be approved by the city council in advance of their application to specific projects. Guidelines approved

prior to the passage of this amended chapter shall remain in effect until any revised regulations, standards and rules are approved by the city council.

- C. Report as it deems necessary to the city council of its activities and recommend changes to the regulations, standards and rules as it deems necessary.
- D. Act as counselor and review consultant on matters of appearance to those desiring to develop or redevelop properties not necessarily under the jurisdiction of the commission.
- E. All project plans subject to project review shall be submitted to the community development department for review and approval. The community development department will review project plans, using the commission's regulations and standards and submit a written project review report. In addition, the community development department shall make recommendations for the change, alteration or variation of any project plan so the applicant is aware of what corrections need to be made to bring the project plan into accord with title 7, chapter 8, project review, of this code and the commission's regulations and standards. The community development department shall complete its project review within fifteen (15) business days after a complete submittal has been made.
- F. The commission shall, periodically at its discretion, audit the community development department's application of the regulations, standards and rules to a completed project review and report to the city council the results of

2.4.4

its audit and make recommendations to the city council with respect to project reviews. (Ord. 01-0-41, 11-6-2001)

**2.4.5: APPEAL PROCESS:**

- A. Any applicant or other person aggrieved with the findings of the community development department may appeal to the commission by filing a notice of appeal with the community development director within ten (10) days after notification of the department's decision. The community development director shall set a date for hearing before the commission. The hearing on any appeal shall be set not less than five (5) days nor more than thirty (30) days from the date of notice of appeal. The building and zoning officer shall notify the commissioners, the applicant for project plan approval, the appellant and any other person having an interest in the proceedings. After the hearing the commission shall approve or disapprove the project plan under appeal with findings of fact. A majority vote of the commission shall be required to overturn any decision of the community development director. The commission shall also make recommendations for any changes, alterations or variations of a disapproved project plan so the applicant is advised of what corrections may be made to bring the project plan into accord with title 7, chapter 8, project review, of this code and the commission's regulations and standards.
- B. Any applicant or other person aggrieved with the findings of the commission may appeal to the city council

by filing a notice of appeal with the city manager within ten (10) days after notification of the commission's decision. The city manager shall set a date for hearing the appeal before the city council. The hearing of any appeal shall be set not less than five (5) days nor more than thirty (30) days from the date of the filing of the notice of appeal. The city manager shall notify the commission chairman, the applicant for project approval, the appellant and any other person having an interest in the proceedings. No vote or decision of the commission shall be overridden except by a simple majority vote of the city council. (Ord. 01-0-41, 11-6-2001)

7.8.1

CHAPTER 8

PROJECT REVIEW

SECTION:

- 7.8.1: Project Review Required
- 7.8.2: Scope And Jurisdiction Of Review
- 7.8.3: Project Plan Review Procedure
- 7.8.4: Compliance Requirements
- 7.8.5: Penalty

7.8.1: PROJECT REVIEW REQUIRED:

To promote the harmonious development of real estate within the city, and to ensure that such properties are developed in accordance with the preamble of ordinance 1470, project plans and project reviews are required, in addition to the requirements of all other regulations of the municipal code of the city prior to the issuance of building permits for construction of any of the following types of improvements: (Ord. 1470, 11-7-1978; amd. Ord. 01-0-41, 11-6-2001)

- A. Required land improvements of a subdivision within the city's planning and subdivision jurisdiction limits, but limited to entrance features, common areas and/or open spaces prior to the construction of any subdivision improvement.
- B. Multiple-family dwellings for more than two (2) families.
- C. Public, religious and institutional buildings.

- D. Hospitals, clinics and nursing homes.
- E. Hotels, motels and motor courts.
- F. Commercial and industrial buildings. (Ord. 1470, 11-7-1978)
- G. Appurtenant structures to above types of projects including, but not limited to, parking areas, loading docks, driveways, guardhouses, porches, canopies, courtyards and service yards. (Ord. 1470, 11-7-1978; amd. Ord. 2613, 3-6-1996)
- H. Planned development as required by the zoning ordinance. (Ord. 1470, 11-7-1978)

7.8.2: SCOPE AND JURISDICTION OF REVIEW:

All development of structure sites and improvements identified within section 7.8.1 of this chapter within the city limits, except those sites under the jurisdiction of review by the historic preservation commission, as determined by this code, will be examined with respect to each of the following aspects: (Ord. 01-0-41, 11-6-2001)

- A. Compatibility of building and landscape design with surrounding development, existing and future.
- B. Traffic and traffic patterns, vehicular and pedestrian, both internally on the site and externally, especially in relation to major thoroughfares.

7.8.2

- C. Preservation of existing trees, shrubs and/or historic amenities.
- D. Site grading and topography.
- E. Provision for open space.
- F. Screening between incompatible uses.
- G. Effectiveness of exterior lighting and impact upon surrounding properties and uses.
- H. Water retention and runoff, in relation to adjoining properties and on site amenities.
- I. Relationship of structures and improvements to public utilities, existing and proposed. (Ord. 1470, 11-7-1978)
- J. Screening of refuse containers and accessory equipment. (Ord. 1470, 11-7-1978; amd. Ord. 2613, 3-6-1996)

**7.8.3: PROJECT PLAN REVIEW PROCEDURE:**

- A. Before an applicant files a building permit application to construct a building, structure or improvement as defined in section 7.8.1 of this chapter, the applicant shall first file an application for project review with the community development department ("Department" for purposes of this chapter).
- B. Project review applications shall include those materials required by the project review commission ("Commission" for purposes of this chapter) and the department.

- C. Upon receipt of the required filings, the department shall review the application and plans for compliance with the commission's standards and other city ordinances. The department shall provide the applicant with a written report of its review no more than ten (10) business days after a completed application has been filed. The written report shall include any problems or deficiencies. The applicant may revise the application and resubmit it to the department or file for an appeal pursuant to section 2.4.5 of this code.
- D. Project review approval for an individual building site shall be revoked in the event the applicant has not applied for a building permit for the construction of the proposed structure within one year from the date of the approval of the project.
- E. Project review approval for a planned development shall be valid as long as the preliminary and final plats of planned development are valid.
- F. Prior to approval of the project review application, the applicant may submit a building permit application to the building and zoning officer. However, the building and zoning officer shall not issue a building permit until written project plan approval has been received from the department and the applicant has established an escrow or letter of credit with the city pursuant to section 7.8.4 of this chapter. (Ord. 01-0-41, 11-6-2001)

**7.8.4: COMPLIANCE REQUIREMENTS:**

- A. Prior to the issuance of any building permit, and subsequent to either project review or city council action, the applicant for a building permit shall deposit with the building inspector an itemized estimate of the cost of the installation of all site improvements, including, but not limited to, landscaping, plantings, lighting, driveways, off street parking and loading facilities, sidewalks, parkways and interior streets. In addition to the estimate of the costs of improvement, the applicant shall also deposit an escrow deposit or letter of credit in a sum equal to one hundred ten percent (110%) of the total improvement costs. Escrow accounts shall be created in an institution designated by the city manager and shall be governed by the terms and provisions in accordance with escrow agreements, forms of which are available in the city offices and subject to the approval of the city manager and the city attorney. (Ord. 1470, 11-7-1978; amd. Ord. 01-0-41, 11-6-2001)
- B. No certificate of occupancy shall be issued until all site improvements have been completed; provided, however, that delays due to circumstances beyond the control of the builder, developer or applicant may be recognized as a condition for the issuance of a temporary certificate of occupancy, provided the buildings are otherwise complete. A temporary certificate of occupancy shall not exceed six (6) months and is not renewable. A temporary certificate of occupancy may be issued in such circumstances when an escrow deposit or letter of credit
- has been deposited equaling one hundred ten percent (110%) of the cost of any unfinished improvements as determined by the city's development engineer.
- C. All escrow deposits and letters of credit shall be conditioned upon the faithful performance of the applicant and/or builder to complete all the improvements specified in the project plan. If, in the judgment of the development engineer the completion of the improvement is being or has been unreasonably delayed, the development engineer shall serve notice upon the builder or applicant at his last known address. If, within thirty (30) days after the date of service of notice, the builder or applicant has not completed the improvements, the development engineer shall cause the completion of the improvements specified in the project plan, paying for such improvements out of the balance of the escrow deposit or letter of credit.
- D. Prior to the issuance of a final certificate of occupancy for any improvement, the building owner or applicant shall file with his application for a final certificate of occupancy, a surety bond in an amount equal to five percent (5%) of the total cost of the improvements as originally provided in the cost estimate. The surety bond shall be conditioned upon the workmanlike installation of the project plan improvements, and shall guarantee the work of the builder for a period of one year. Evidence of the use of faulty material, negligence in construction or unworkmanlike performance, if determined by the development engineer, shall cause forfeiture

7.8.4

of the bond. The development engineer shall then cause the repair and/or replacement of any faulty construction using the proceeds of such bond to defray the cost of such repair or replacement. The remainder of any bond forfeited for the repair or replacement of the improvements shall be returned to the builder. Upon issuance of the final certificate of occupancy and the filing of the required surety bond with the city, all previous escrow accounts shall terminate and any balance returned to the applicant or builder.

- E. Any decision, ruling or regulation of the development engineer may be appealed to the city council. The city council may sustain or overrule the development engineer's decision, ruling or regulation. (Ord. 01-0-41, 11-6-2001)

**7.8.5: PENALTY:**

Any person, firm or corporation violating any provision of this chapter shall be fined not less than one hundred dollars (\$100.00) nor more than one thousand dollars (\$1,000.00) for each offense, plus reasonable attorney fees incurred by the city. A separate offense shall be deemed committed on each day during or on which such violation occurs or continues. (Ord. 01-0-41, 11-6-2001)

## Chapter 7E

### OVERLAY DISTRICTS

- 7E.1 Purpose**
- 7E.2 IL Route 47 Corridor Overlay District**
- 7E.3 Washington Street/IL Route 120 Corridor Overlay District**
- 7E.4 Adaptive Reuse Overlay District**
- 7E.5 Traditional Neighborhood Development Overlay District**

#### **7E.1 Purpose**

The overlay zoning districts set forth herein are intended to impose regulations and standards in addition to or in lieu of those required by the underlying zoning designation. The requirements of an overlay district shall apply whenever they are in conflict with or are more stringent than those in the underlying zoning district. The following overlay districts are hereby established:

- IL Route 47 Corridor Overlay District;
- Washington Street/IL Route 120 Corridor Overlay District;
- East US Route 14 Corridor Overlay District.
- Adaptive Reuse Overlay District
- Traditional Neighborhood Development Overlay District

#### **7E.2 IL Route 47 Corridor Overlay District**

##### **7E.2.1 Purpose**

The IL Route 47 Overlay District is created to establish design standards and land use criteria for land abutting IL Route 47 within the City of Woodstock. The intent of this District is to implement the goals and objectives of Woodstock's comprehensive plan documents and the Route 47 Corridor Study, to require these improvements in conjunction with the IL Route 47 Strategic Regional Arterial Plan/Report, and to provide specific standards and criteria which will result in better traffic movement, less vehicular congestion, more efficient access to land adjoining IL Route 47, a safer setting for pedestrians, bicyclists, and motor vehicles, and a visually more attractive environment.

##### **7E.2.2 Application**

Any proposal for land abutting IL Route 47 involving new building construction, the establishment of additional building area, a major change and/or expansion of use, or a major change in site layout, including but not limited to parking lot alterations or changes in site access, shall comply with the regulations set forth herein. Cosmetic alterations not requiring a building permit and typical maintenance activities, as well as the renovation and/or interior remodeling of existing structures, are excluded from the provisions of these regulations.

### **7E.2.3 Area, Bulk, Density, and Setback Regulations**

Criteria regarding area, bulk, density, and setback requirements shall be those set forth in Table 7A.2 of this Ordinance, except that the front yard setback on IL Route 47, from US Route 14 south to the City limits and from Ware Road north to the City limits, shall be 90 feet measured from the centerline of IL Route 47.

**7E.2.4 Land Use** Permitted land uses are those allowed in the underlying zoning district or as otherwise provided for in this Ordinance. A mix of residential and non-residential land use is encouraged within the IL Route 47 Overlay District, subject to the following:

- A. Residential Land Uses. If existing single-family-detached or single-family-attached residential properties are proposed for non-residential or multiple-family uses, consolidation of such properties into a single zoning lot for purposes of shared access shall occur where possible in order to reduce or minimize the number of curb cuts. Residential dwellings on a ground floor are discouraged within the IL Route 47 Overlay District. Dwelling units may be established above the ground floor of any principal structure in the IL Route 47 Overlay District, including those on land zoned for non-residential use, subject to the area and bulk requirements set forth in Table 7A.2 of this Ordinance and applicable provisions of the City's building codes.
- B. Non-residential Land Uses. Retail and service uses are preferred land uses and are encouraged within the IL Route 47 Overlay District. Although the predominant land use on the west side of Route 47 between IL Route 120 and Melody Lane is residential, if zoning and/or land use changes are proposed business uses and professional offices are preferred.

### **7E.2.5 Layout and Design Standards**

- A. Prior to issuance of building permits for new development activity along IL Route 47, exterior facade design plans shall be submitted to the Community Development Department for review and approval. Where applicable, site plans shall also be submitted to the Community Development Department for review and approval.
- B. Off-site improvements, including but not limited to pavement striping, traffic signalization, and directional signage can and may be required. Turning entrance lanes and acceleration/deceleration lanes are required for non-residential, multifamily, and mixed use developments unless the City Engineer determines they are unnecessary. The dedication of additional right-of-way may be required to allow for roadway widening. Where applicable, Illinois Department of Transportation approval shall be obtained.
- C. Where physically possible, adjacent business properties shall provide cross access drives and pedestrian access to allow circulation between sites. Easements shall be dedicated to allow cross access driving lanes and/or frontage drives generally parallel to IL Route 47 for the purpose of providing cross access to and from existing and/or future parking areas on adjoining parcels. Such easements shall be recorded prior to the issuance of any building permits and driveways shall be designed, located, and constructed to take into account future access to adjoining property.
- D. **Curb Cut Access and Entrance Requirements**

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1. Curb cuts along opposite sides of IL Route 47 are encouraged to be located opposite one another to the greatest extent physically possible or to be maintained with an offset that complies with applicable City and Illinois Department of Transportation standards.
  2. Where practical, a curb cut shall provide common access to abutting properties. Location of curb cuts and site access shall be based in part on the ability to provide such common access. Easements shall be provided to allow common usage of curb cuts and access drives, and such easements shall be provided and recorded prior to the issuance of any building permits for a site.
  3. The number of curb cuts for any parcel or lot shall be the minimum necessary to provide site access. This number shall be determined by the City Engineer and shall require the concurrence of the Illinois Department of Transportation.
  4. Curb cuts and driveway approaches shall not be located within acceleration or deceleration lanes, and shall be designed to provide exiting vehicles with unobstructed views.
  5. Driveway approaches shall not be greater in width, measured at the lot line, than thirty-six (36) feet for business uses and twenty-four (24) feet for residential uses, or as required by the Illinois Department of Transportation. Curb cuts and driveway approaches which are restricted to "one-way traffic" or "right-in, right-out" movement may be exempted from this requirement by the Community Development Director.
  6. The driveway specifications and length shall be designed to provide adequate stacking capacity for both entering and exiting vehicles, to prevent vehicles from backing into the flow of traffic on a public street, and to avoid causing conflicts with on-site circulation.
  7. Where side road frontage is available and access is physically practical, site access shall occur via collector streets or side roads, in order to lessen and reduce the number of direct access points onto IL Route 47. Such access shall be the maximum distance possible from IL Route 47, with a preferred distance of at least 150 feet.
- E. Off-street Parking Requirements
1. Except as herein stated, the minimum number of required off-street parking spaces shall be that which is required by this Ordinance.
  2. Off-street parking areas for non-residential, multiple family and mixed-use developments shall be improved with curb and gutter, and paved with a hard, dust-free, surface material. These requirements may be amended by the City Engineer based upon alternative design factors and demonstrated need.
  3. Off-street parking areas shall not be located so as to prevent access between a primary building and a pedestrian route. Parking areas are encouraged to be situated to the side and/or rear of a principal building, and are not permitted within a required front yard.

## APPENDIX C

4. Parking areas shall be designed to connect with parking areas on adjacent sites in order to eliminate or reduce the need for using the street for cross movements.
  5. Parking areas and/or driving aisles for non-residential, multiple family, and mixed use developments may be situated within ten (10) feet of a side lot line when they serve a joint parking facility shared by abutting property owners and/or businesses. When joint parking facilities are provided for similar uses, the total number of required parking spaces for each business may be reduced by ten (10) percent. For joint parking facilities for dissimilar uses which have non-overlapping and non-conflicting parking demands, the required number of spaces for both uses may be reduced by up to twenty-five (25) percent based upon the determination of the Community Development Director that such reduction will not result in increased congestion or traffic hazards.
  6. Off-street parking areas shall be located and easily accessible with respect to building entrances and pedestrian routes. Parking areas shall not block or otherwise conflict with building entrances and pedestrian routes.
- F. Internal Circulation.
- Driveways and driving aisles within a non-residential, multiple family, or mixed-use development site shall have sufficient widths and turning radii to accommodate large vehicles including but not limited to buses, semi-trailers, and vans. In no case shall driveway and driving aisle width be less than what is required by this Ordinance.
- G. Pedestrian/Bicycle Access
1. Public sidewalks, having a minimum width of four (4) feet and, where physically possible, located a minimum of one (1) foot into the street right-of-way, shall be installed. Where physically impossible, funds in an amount equal to the estimated cost of installing such sidewalks shall be provided to the City and used for the installation, replacement, or repair of sidewalks at an off-site location to be determined by the City Engineer.
  2. New sidewalks shall extend to the farthest property line of a parcel and, where applicable, shall connect to existing sidewalks serving adjacent properties. Sidewalks shall extend and connect to adjacent residential neighborhoods, business centers, and major places of employment.
  3. All building sites shall be accessible to bicycle traffic. Bicycle storage facilities are encouraged and shall consist of a stationary rack which can securely accommodate the frame and wheels of a bicycle.
- H. Architectural Facade and Building Design
1. The appearance of proposed building facades shall be compatible with surrounding structures in terms of design, material, and color.
  2. Building facades shall include changes in relief and vertical elements over a minimum of fifteen (15) percent of their street facades. Such changes in relief and

## APPENDIX C

vertical elements may be established by and consist of cornices, bases, towers, fluted masonry, or other similar treatments for visual interest and scale.

3. The height and scale of a building shall be compatible with adjoining parcels and neighboring structures, and monotony of design shall be avoided.

4. At least one major entrance to a building shall be oriented toward the public street frontage of a parcel. If a building has frontage on more than one street (a) at least one major entrance shall be oriented toward the street, or (b) a single entrance shall be oriented toward the corner where both streets intersect. A building may have more than one major entrance and a major entrance shall be architecturally emphasized and visible from the street or required parking area.

5. On non-residential, multiple family, or mixed-use development sites, at least twenty-five (25) percent of a building's front elevation shall face the street right-of-way.

6. Land between a building and adjoining street frontage, and not used for driveway or parking improvements, shall be seeded, sodded, or landscaped, and may include surfacing for pedestrian use.

7. Ground floor windows shall be provided on over fifty (50) percent of the ground floor front elevation for retail uses and over twenty-five (25) percent for all other non-residential uses, on buildings located 50 feet or closer to the IL Route 47 right-of-way.

8. Darkly tinted glass and mirrored glass that block two-way visibility are prohibited in ground floor windows on building facades that face a street. The use of such glass is, however, allowed for accent purposes and to emphasize changes in relief on large exterior wall surfaces.

**7E.2.6 Signage** Signage shall comply with the requirements of the Woodstock sign regulations set forth in this Ordinance.

**7E.2.7 Landscaping** Landscaping shall be provided for parking areas and the overall site in accordance with applicable City landscape area guidelines.

### **7E.3 Washington Street/IL Route 120 Corridor Overlay District**

#### **7E.3.1 Purpose**

The Washington Street/IL Route 120 Corridor Overlay District is created to establish design standards and land use criteria for land abutting Washington Street/IL Route 120 between Throop Street and Woodstock's westerly corporate limits. The intent of this District is to implement the goals and objectives of Woodstock's comprehensive planning documents and to establish specific standards and criteria which will result in better traffic movement, less vehicular congestion, more efficient land use, and a visually more attractive environment.

#### **7E.3.2 Application**

Any proposal for land abutting Washington Street/IL Route 120 involving new building construction, the establishment of additional building area, a change and/or expansion of use, or a major change in site layout including but not limited to parking lot alterations or changes in site access, shall comply with the regulations set forth herein. Cosmetic alterations not requiring a building permit and typical maintenance activities, as well as the renovation and/or interior remodeling of existing structures, are excluded from the provisions of these regulations.

#### **7E.3.3 Area, Bulk, Density, and Setback Regulations**

Criteria regarding area, bulk, density, and setback requirements shall be those set forth in Table 7A.2 of this Ordinance.

#### **7E.3.4 Land Use**

Permitted land uses are those allowed within the underlying zoning designation or allowed in accordance with an approved special use permit. Residential land uses are encouraged on the southerly side of Washington Street/IL Route 120, while a mix of business, service, and light industrial uses are encouraged on the northerly side of Washington Street/IL Route 120.

When a lot or parcel on the northerly side of the Washington Street/IL Route 120 corridor has multiple zoning designations, the zoning designation which occupies the largest percentage of the lot area shall apply to the entire lot or parcel.

#### **7E.3.5 Layout and Design Standards**

A. Prior to the issuance of building permits for multifamily and non-residential construction in the Washington Street/IL Route 120 overlay district, exterior facade design plans shall be submitted to the Community Development Department for review and approval. Where applicable, site plans shall also be submitted to the Community Development Department for review and approval.

B. Acceleration and/or deceleration lanes may be required for non-residential, multifamily, and mixed use developments unless the City Engineer determines they are unnecessary.

C. Where physically possible, adjacent properties shall provide common driveways and shared access. Easements shall be dedicated to allow such shared access to exist as a matter of record. Such easements shall be recorded prior to the issuance of any building permits and

driveways shall be designed, located, and constructed to take into account future access to adjoining property.

**7E.3.6 Curb Cut Access and Entrance Requirements**

A. Where practical, a curb cut shall provide common access to abutting properties. Location of curb cuts and site access shall be based in part on the ability to provide such common access. Easements shall be provided to allow common usage of curb cuts and access drives. Such easements shall be provided and recorded prior to the issuance of any building permits for a site. The number of curb cuts for any parcel lot shall be the minimum necessary to provide access while not inhibiting the safe circulation and carrying capacity of the adjoining street.

B. Curb cuts and driveway approaches shall not be located within acceleration or deceleration lanes, and shall be designed to provide an exiting vehicle with an unobstructed view.

C. Driveway approaches shall not be greater in width, measured at the lot line, than thirty-six (36) feet for business uses and twenty-four (24) feet for residential uses, or as required by the Illinois Department of Transportation. Curb cuts and driveway approaches which are restricted to “right-in, right-out” movement may be exempted from this requirement by the Community Development Director.

D. The driveway specifications and length shall provide adequate stacking capacity for both entering and exiting vehicles, to prevent vehicles from backing into the flow of traffic on a public street, and to avoid causing conflicts with on-site circulation.

**7E.3.7 Off-street Parking Requirements**

A. Except as herein stated, the minimum number of required off-street parking spaces shall be that which is required by this Ordinance.

B. Off-street parking areas for non-residential, multiple family and mixed-use developments shall be improved with curb and gutter, and paved with a hard, dust-free, surface material. These requirements may be amended by the City Engineer based upon alternative design factors and demonstrated need.

C. Off-street parking areas shall not be located so as to prevent access between a primary building and a pedestrian route. Off-street parking areas are encouraged to be situated to the side and/or rear of a primary building, and are not permitted within a required front yard.

D. Parking areas shall be designed to connect with parking areas on adjacent sites in order to eliminate or reduce the need for using the street for cross movements.

E. Parking areas and/or driving aisles for non-residential, multiple family, and mixed use developments may be situated within ten (10) feet of a side lot line only if they serve a parking facility shared by abutting property owners and/or businesses. When joint parking facilities are provided for similar uses, the total number of required parking spaces for each business may be reduced by ten (10) percent. For joint parking facilities for dissimilar uses which have non-overlapping and non-conflicting parking demands, the required number of spaces for both uses may be reduced by up to twenty-five (25) percent based upon the determination of the

Community Development Director that such reduction will not result in increased congestion or traffic hazards.

F. Off-street parking areas shall be located and easily accessible with respect to building entrances and pedestrian routes. Parking areas shall not block or otherwise conflict with building entrances and pedestrian routes.

#### **7E.3.8 Internal Circulation**

Driveways and driving aisles within a non-residential, multiple family, or mixed-use development site shall have sufficient widths and turning radii to accommodate large vehicles including but not limited to buses, semi-trailers, and vans. In no case shall driveway and driving aisle width be less than what is required by this Ordinance.

#### **7E.3.9 Pedestrian/Bicycle Access**

A. Public sidewalks, having a minimum width of four (4) feet and, where physically possible, located one (1) foot into the street right-of-way, shall be installed. Where physically impossible, funds in an amount equal to the estimated cost of installing such sidewalks shall be provided to the City and used for the installation, replacement, or repair of sidewalk improvements at an off-site location to be determined by the City Engineer.

B. New sidewalks shall extend to the farthest property line of a parcel and, where applicable, shall connect to existing sidewalks serving adjacent properties. Sidewalks shall extend and connect to adjacent residential neighborhoods, business centers, and major places of employment.

C. All building sites shall be accessible to bicycle traffic. Bicycle storage facilities are encouraged and shall consist of a stationary rack which can securely accommodate the frame and wheels of a bicycle.

#### **7E.3.10 Architectural Facade and Building Design**

A. The appearance of proposed building facades shall be compatible with surrounding structures in terms of design, material, and color.

B. Building facades shall include changes in relief and vertical elements over a minimum of fifteen (15) percent of their street facades. Such changes in relief and vertical elements may be established by and consist of cornices, bases, towers, fluted masonry, or other similar treatments for visual interest and scale.

C. The height and scale of a building shall be compatible with adjoining parcels and neighboring structures, and monotony of design shall be avoided.

D. At least one major entrance to a building shall be oriented toward the public street frontage of a parcel. If a building has frontage on more than one street (a) at least one major entrance shall be oriented toward the street, or (b) a single entrance shall be oriented toward the corner where both streets intersect. A building may have more than one major entrance and a major entrance shall be architecturally emphasized and visible from the street or required parking area.

E. Land between a building and adjoining street frontage, and not used for driveway or parking improvements, shall be seeded, sodded, or landscaped, and may include surfacing for pedestrian use.

F. Ground floor windows shall be provided on over twenty-five (25) percent of the ground floor front elevation for retail uses and over twenty (20) percent for all other non-residential uses, on buildings located 50 feet or closer to the IL Route 120/Washington Street right-of-way.

G. Darkly tinted glass and mirrored glass that block two way visibility are prohibited in ground floor windows on building facades that face a street.

**7E.3.11 Signage**

Signage shall be designed and installed in accordance with the requirements of the Woodstock sign regulations set forth in this Ordinance.

**7E.3.12 Landscaping**

Landscaping shall be provided for both parking areas and the overall site in accordance with applicable City landscape area guidelines.

9.8 Schedule of Required Parking

The minimum number of off-street parking spaces required for specific uses shall be as shown on Table 9.1. For uses not listed in said the table, the Community Development Director shall determine the required number of spaces based on those required for a similar or equivalent use.

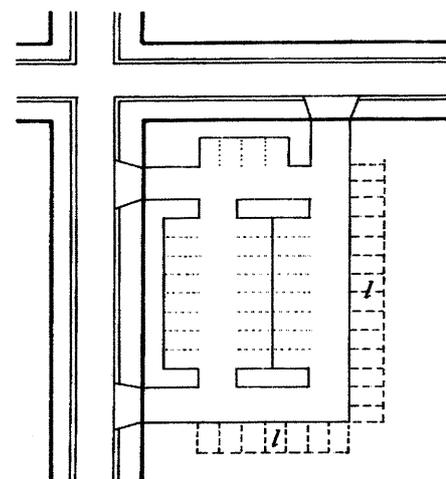
Table 9.1: Minimum Parking Requirements by Use		
Use	Number of Parking Spaces	Required for Each
<b>RESIDENTIAL</b>		
Single family detached residence	2	Dwelling unit
Single family attached residence	2	Dwelling unit
Multi-family dwelling unit	2.5	Dwelling unit (0.5 spaces may be land banked)
Group homes	2	3 bedrooms
Hotel, motel	1.2	Sleeping room (plus required parking for accessory or affiliated uses)
Senior housing - independent living	1.5	Dwelling unit (0.5 spaces may be landbanked)
Senior housing – assisted living	0.75	Bedroom
<b>COMMERCIAL</b>		
Offices: general and professional	4	1000 sq. ft. gross floor area
Offices: medical and dental	6	1000 sq. ft. gross floor area
Offices: veterinary	5	1000 sq. ft. gross floor area
Banks	5	1000 sq. ft. gross floor area plus 4 stacking spaces per drive thru lane
Retail: shopping centers	4	1000 sq. ft. gross floor area
Retail: furniture, carpet, appliance	4	1000 sq. ft. gross floor area
Retail: building supplies	4	1000 sq. ft. gross floor area
Retail: home improvement center	4	1000 sq. ft. gross floor area
Retail: garden center, nursery	4	1000 sq. ft. gross floor area
Automobile, truck, RV, motorcycle, and equipment sales	5 +4	1000 sq. ft. showroom area per work bay
Automobile service station, including car wash	1 +4 +5	Stacking space per fueling station per work bay per 1000 sq. ft. gross floor area of convenience store
Funeral home	1 +1	3 seats space for each funeral home vehicle
Daycare center (child)	1	6 children based on license or permit (pick-up/drop-off spaces may be included)
Daycare center (adult)	1	5 adults (pick-up/drop-off spaces may be included)
Theater	1	3 seats
Restaurant: sit down	1	3 seats
Restaurant: fast food	1 +	100 SF 6 stacking spaces per drive thru lane
Bars, taverns	1	3 seats
Amusement center, recreational center, roller skating or ice skating	5 or	1000 SF or 1 per 3 seats—whichever is greater
Bowling alley	5 +	Lane plus parking required for accessory or affiliated uses
Health club or fitness center	1	100 sq. ft. of gross floor area
Beauty shop or barber shop	3	Chair or station
Contractor shops (e.g. decorators, plumbers, electricians, exterminators, etc.)	3	1000 sq. ft. gross floor area
Retail or service establishments not listed above	5	1000 sq. ft. gross floor area
<b>INDUSTRIAL, INCLUDING STORAGE, WHOLESALE AND MANUFACTURING</b>		
Wholesale, office, warehouse	4 +1.5	1000 sq. ft. office area plus 1000 sq. ft. warehouse area (0.5 per 1000 sq. ft. may be land banked.)
Open storage of materials	*	*To be determined by Community

**APPENDIX D**

		Development Director at the time of project review
Warehouse, transfer, storage, distribution	1.5	1000 sq. ft. (0.5 per 1000 sq. ft. may be landbanked.)
Warehouse, including commercial sales to public	1.5 +4	1000 sq. ft. warehouse 1000 sq. ft. showroom/sales area (0.5 per 1000 sq. ft. may be landbanked.)
Self storage	3 +1	Entire use 50 storage units
Manufacturing	2 or 1 +4 +1 +1	1000 sq. ft. of active manufacturing, or per employee, whichever is greater, 1000 sq. ft. of office area 1000 sq. ft. of warehouse area 500 sq. ft. of speculative area (Landbanked spaces may be approved by Community Development Director at the time of project review)
<b>INSTITUTIONAL and OTHER</b>		
Hospital	*	*To be determined based on special use process
Auditorium, stadium, theater, church and other places of assembly	1	3 seats
Elementary school and junior high school	1	3 seats or per every 72 inches of width in main place of assembly
Senior high school	1	3 seats or per every 72 inches of width in main place of assembly
Nursing home	1	3 beds
Museum	4	1000 sq. ft. (2 may be landbanked)
Civic clubs, fraternal lodges	1	3 seats
Outdoor recreation facility	*	*Determined by Community Development Director at time of project review
Kennel	*	*Determined by Community Development Director at time of project review
Subdivision swimming pool, clubhouse	*	*Determined by Community Development Director at time of project review
Drive thru not elsewhere specified	5	Service lane
Uses not specifically listed	*	*As determined by Community Development Director thru planned unit development or project review process, based on requirements for similar uses.

**9.9 Land Banked Parking Facilities**

A. Land Banking Authorized. Except as permitted elsewhere in this Chapter, the Community Development Director may authorize up to 30 percent of the required off-street parking spaces in a multiple-family, commercial, or industrial zoning district, or for a non-residential use in a residential district, to be left as open space which can be readily converted to parking facilities (“Land Bank”). Such authorization shall occur during the project review process and shall be depicted on a required Parking Land Bank Plan. During the planned unit development approval process, the Plan Commission may approve the land banking of up to 35 percent of the parking spaces required for a planned unit development.



**Land Banking (I)**

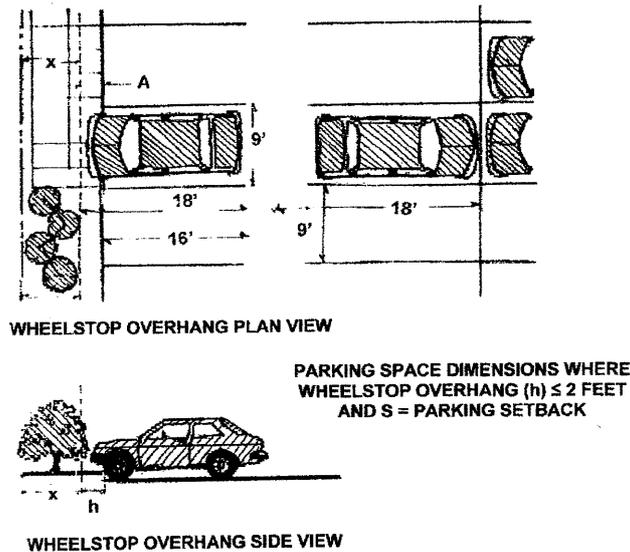
The parking facilities to be constructed and the Land Bank, if converted to parking spaces, must comply with the off-street parking facility requirements of this Chapter at the time the

Parking Land Bank Plan is approved. In all cases, the establishment of land banked spaces must be acknowledged in required site engineering plans, and stormwater management systems must be designed and constructed to accommodate all land banked spaces.

- B. Land Bank Plan Required. The owner of the property making a land bank request shall submit a required Parking Land Bank Plan for review and approval by the City Engineer. The Parking Land Bank Plan shall show both full compliance with the parking regulations of this Chapter and the land bank area, and shall depict the reduced number of parking spaces and interim use of the land banked area.
- C. Termination of the Land Bank. The City shall have the right, but not the obligation, in its sole and absolute discretion to require a property owner or successor, at any time to construct all or a portion of the land banked parking facilities, with the Community Development Director providing notice to the Owner that the land banked parking facilities must be constructed and completed within one-hundred-eighty (180) days from the date of said notice.

**Commentary:**

*The land banking of parking spaces allows for a deferral of the installation of required parking spaces when it is determined that a proposed use will not need the number of spaces otherwise stipulated in this Ordinance. For example, a residential development which serves elderly or challenged individuals may not initially need the number of parking spaces required by Table 9.1. However, if the overall demographic characteristic of the development changes and additional parking is needed, the development has been designed to accommodate the additional parking and it can be installed when needed.*



**9.10 Parking Space Design**

A. Except for parallel parking spaces and handicap parking spaces, required off-street parking spaces shall be a minimum of 18 feet in length by 9 feet in width, exclusive of access drives, driving aisles, ramps, or similar obstructions. At least 16 feet of the parking space length shall be paved, while the remaining 2 feet of length shall be either paved or provided in the form of a curb overhang. The curb overhang may be located within a required side or rear yard setback. If the overhang is provided over a sidewalk, then the sidewalk shall have an additional width of 2 feet. Each off-street

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parking space parallel to a parking aisle or driveway shall be no less than 10 feet wide and 23 feet in length.

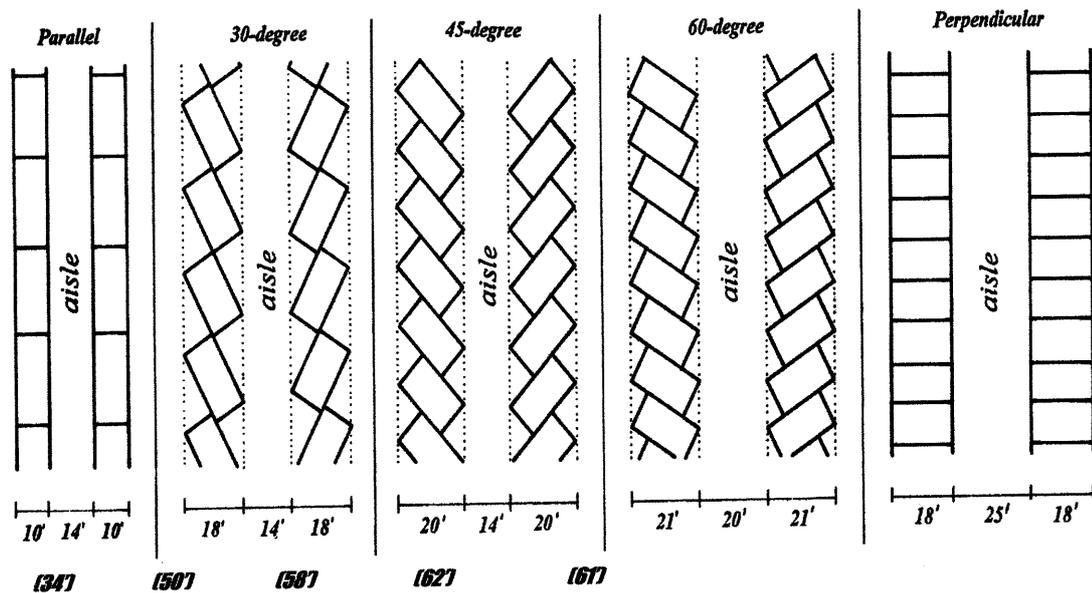
B. Each required off-street parking space shall open directly upon an aisle or driveway of such width and design as to provide safe and efficient means of vehicular access to such parking space. Aisle widths between parking stall lines shall not be less than the following, unless modified by the City Engineer:

- Twenty-five (25) feet for any aisle designed for two-way traffic;
- Fourteen (14) feet for a single driving aisle abutting a parallel parking space or for parking spaces on a thirty (30) degree or forty-five degree (45°) angle to the aisle.
- Twenty (20) feet for parking spaces on a 60 degree angle to the aisle;
- Twenty-five (25) feet for perpendicular parking spaces on a 90 degree angle.

C. The width of each parking module, i.e., the combined width of the driving aisle and the abutting parking area, shall not be less than the following, unless modified by the City Engineer:

- Thirty-four (34) feet for parallel parking spaces;
- Fifty (50) feet for parking spaces on a thirty-degree angle from the aisle;
- Fifty-four (54) feet for parking spaces on a forty-five-degree angle from the aisle;
- Sixty-two (62) feet for parking spaces on a 60-degree angle from the aisle; and
- Sixty-one (61) feet for parking spaces perpendicular or on a 90 degree angle from the aisle.

*Minimum Parking Module Dimensions*



C. The width of each parking module, i.e., the combined width of the driving aisle and the abutting parking area, shall not be less than the following, unless modified by the City Engineer:

- Thirty-four (34) feet for parallel parking spaces;
- Fifty (50) feet for parking spaces on a thirty-degree angle from the aisle;
- Fifty-four (54) feet for parking spaces on a forty-five-degree angle from the aisle;

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- Sixty-two (62) feet for parking spaces on a 60-degree angle from the aisle; and
- Sixty-one (61) feet for parking spaces perpendicular or on a 90 degree angle from the aisle.

D. For any use which provides 30 or more parking spaces, space and facilities shall be provided for bicycle parking. Such space and facilities shall be located to minimize conflict between bicycle circulation and both pedestrian and motor vehicle circulation.

E. The minimum number of accessible parking spaces required shall be the current standard in the current edition of the Illinois Accessibility Code or as set forth in Table 9.2, whichever is greater.

F. All off-street handicap parking spaces shall be at least 16 feet wide and 18 feet deep, and shall include an eight (8) foot wide diagonally striped access aisle. Adjacent handicapped parking spaces shall not share a common access aisle. All access aisles shall blend to a common level with an accessible route. All handicap parking stalls shall have a vertically installed sign installed in the front center of the parking space. All identification signage shall comply with the Illinois Vehicle Code and Illinois Accessibility Code.

G. Permit applications for the construction of motor vehicle parking spaces or the expansion of existing parking areas shall be referred to the City Engineer for approval of grading plans and/or stormwater management measures, and for a determination of affects on adjacent properties, water courses and public right-of-way.

<b>Total spaces required/provided</b>	<b>Required number of accessible spaces</b>
1 to 20	1
21 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2% of total
Over 1000	20 plus 1 for each 100 spaces over 1000

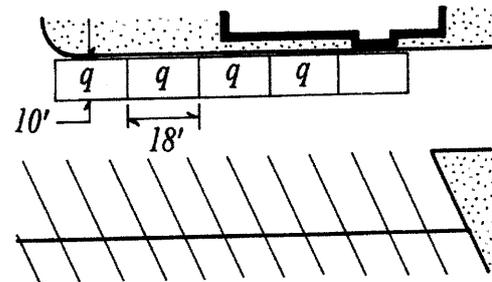
H. **Open and Enclosed Spaces** Of the required number of residential parking spaces as established in Table 9.1, the following numbers of spaces per unit shall be completely enclosed on all sides in garages, except as otherwise provided for herein:

1. Single-family detached house (2,000 square feet or larger) 2 garage spaces
2. Single-family detached house (less than 2,000 square feet) 1 ½ garage spaces
3. All other types of dwelling units including, but not limited to duplexes, attached and semi-attached single-family dwellings. 1 garage space
4. Enclosed spaces are not required for multiple-family/apartment structures.

5. Each enclosed parking space shall contain an area of not less than 190 square feet and interior dimensions of not less than 10 feet wide by 19 feet deep. An enclosed garage shall have additional space for entering and exiting said vehicle.

I. Queuing Space

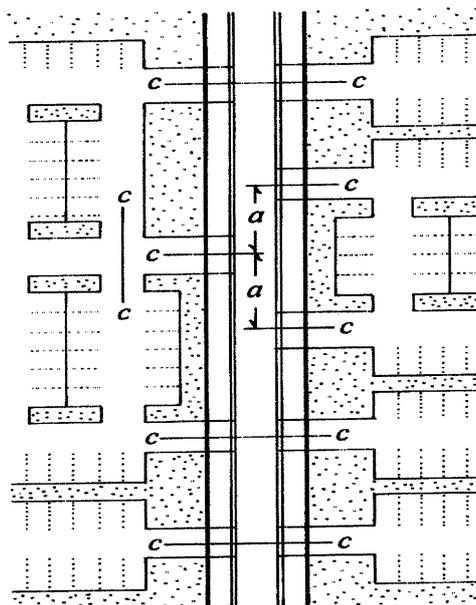
Stacking for queuing spaces accessory to drive-in or drive-thru facilities shall have a width of 10 feet and a length of 18 feet, and shall form a single line. Such spaces shall be located so as not to interfere with parking or pedestrian movement and vehicular circulation on the zoning lot or on adjacent public streets. Such stacking shall not obstruct ingress or egress to the site, shall not obstruct access to required parking spaces or loading spaces, and shall not unduly interfere with pedestrian movement. Such spaces shall not occupy the same spaces as parking or aisles thereto.



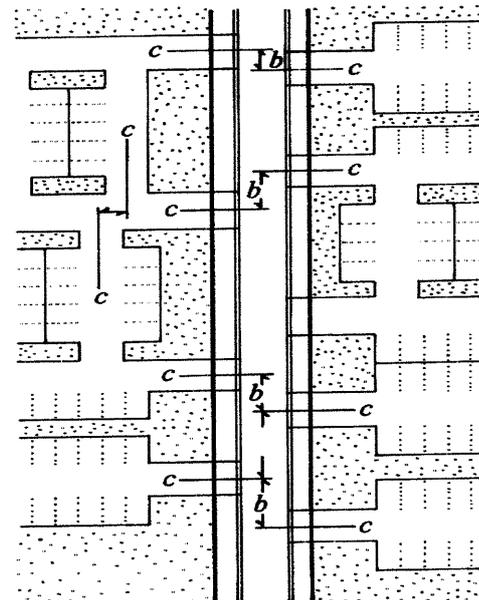
*Queuing Space (q)  
for drive-up window facility*

9.11 Access

A. Parking facilities shall be designed with appropriate vehicular access from a lot or parcel to a street or alley. Except as provided for in this Ordinance, no driveway or curb cut in any district shall exceed 25 feet in width, as measured at the property line, except that entrances/exits used for access to non-residential land uses and divided by curbed medians may each have a width of up to 25 feet.



*Acceptable*



*Unacceptable*

**Parking Lot and Parking Aisle Alignment**

Where  $c$  = driveway centerline,  
 $a \geq 150$  feet and,  
 $b \leq 150$  feet

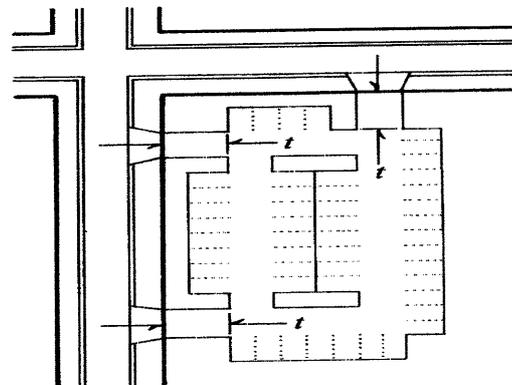
B. Parking lot driveway aisles on opposite sides of an arterial or collector street shall be either aligned or off-set by no less than 150 feet between the centerlines of each opposing driveway. Parking aisles throughout the parking lot shall align as closely as practical in order to create four-way intersections. Shared driveways and access easements between adjoining lots are encouraged to reduce the number of parking lot driveways along public streets.

C. Driveways shall be located as far from the intersecting streets as possible. Driveways located along an arterial road right-of-way shall not be located less than 60 feet from an intersecting right-of-way. Driveways located along a collector road right-of-way shall not be located less than 50 feet from an intersecting right-of-way. Driveways located along a local street or cul-de-sac right-of-way shall not be located less than 30 feet from an intersecting right-of-way.

D. All driveways installed, altered, changed, replaced, or extended after the effective date of this Ordinance shall meet the following requirements, except as provided for elsewhere herein:

- No driveway for vehicular ingress and egress shall exceed 25 feet in width at the right-of-way and 33 feet in width at the roadway in residential districts.
- The aforesaid measurements may be adjusted by the City Engineer when additional width is necessary to establish a turning radius large enough to accommodate large vehicles.

E. All parking facility driveways which lead to or from a public right-of-way shall provide a transition space of not less than thirty (30) feet in length from the public right of way to the nearest parking space, an intersecting driveway or parking aisle along said driveway to ensure traffic safety and circulation efficiency.



**Parking Facility  
Driveway/Street Transition (t)**

*Where  $t \geq 30$  feet*

**9.12 Required Setbacks**

A. No parking space or portion thereof, on a lot or parcel without a building, shall be closer to a right-of-way line or access easement than the lesser of (a) the distance from the street to the established building line for properties in the same block, or (b) the front yard setback line required in the underlying zoning district. Further, any wall or fence around a parking area shall be subject to the same street setback requirements as a building or structure. Where the dedication of additional right-of-way is necessary, required parking setbacks may be calculated from the original right of way line, however in no case may parking be located within 20 feet of the new right of way line.

B. No parking space or portion thereof, and/or paving for parking areas and driving aisles, on the same zoning lot as a building, on land zoned or used for residential activity, is permitted within a required front yard or side yard abutting a street. However, parking in a driveway is permitted in the front yard and side yard setbacks for any single family detached dwelling unit or any single family attached dwelling unit within a residential district, with a maximum driveway width equal to the width of the garage or 25 feet, whichever is greater.

- C. No parking space or portion thereof, parking lot, and/or paving for parking areas and driving aisles, on land zoned or used for multi-family or non-residential activity, is permitted within a required front yard, within 10 feet of a side lot line, within the required side yard abutting a public street for a corner lot, or within 5 feet of a rear lot line, except as provided for herein or when parking facilities are shared among abutting lots or parcels. Parking areas in business and manufacturing districts shall be screened from all residential and estate districts and uses, and from institutional uses.
- D. Paving for a sidewalk or driveway may occur within a required front yard or side yard abutting a street.

**9.13 Surfacing Improvements**

- A. All open off-street parking areas and driveways, except those accessory to single family detached dwellings, shall be improved with 8 inches of compacted gravel base surfaced with 2 inches of concrete or 6 inches of concrete over a firm base.
- B. Whenever any parking area has 10 or more parking spaces, curb improvements shall be provided for said parking area and any driveways providing access.
- C. All open off-street parking areas and driveways for single family detached dwellings shall be improved with:
  - 1. Four (4) inches of compacted gravel base surfaced with two (2) inches of asphalt, or
  - 2. Four (4) inches of concrete, over a firm base.
- D. These requirements may be amended by the City Engineer based on alternative design factors or when a conservation design development is proposed.
- E. The use of speed bumps or similar speed control devices may occur only with the City Engineer's approval.
- F. The surface of off-street parking and loading areas shall be striped to define each parking space and loading berth. Striping shall be a minimum of four (4) inches in width for the length of each space and shall be painted white or yellow. Areas designated as fire lanes and/or as no parking areas shall be painted yellow. Off street parking spaces and aisles shall be designed in accordance with the standards set forth herein unless an alternative design is approved by the City Engineer.
- G. Connections between parking areas and lots serving different principal uses or parcels shall be provided to allow vehicles to travel among adjacent commercial or office uses. Cross-access easement declarations or other recordable documents shall be utilized. The City Engineer may waive this requirement where interconnections are not possible due to grade changes at property lines, physical obstructions on neighboring properties, or similar physical impediments, or where such interconnections are not practical or legally possible.

**9.14 Landscaping**

- A. When new off-street parking for 20 or more vehicles is provided, or when an existing parking

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lot having 20 or more spaces is altered in design or when additional spaces are added, landscaped area equal in size to at least 20 percent of the entire paved surface shall be provided. At a minimum, 60 percent of the required landscape area shall be located internally within the paved parking lot, used to improve site entrance features, and/or installed to serve as a buffer between the parking lot and adjoining properties. A maximum of 40 percent of the required landscape area shall be located around or adjacent to the perimeter of the parking lot.

1. Landscape areas located internally. Landscape islands located internally shall have an area of at least 160 square feet. Each landscape island or individual landscape area must contain a minimum of 1 shade tree or ornamental tree, incorporated with turf grass, perennial ground cover, annuals, dwarf shrubs, and/or compact evergreens. All beds designated as annual beds shall be replanted on a yearly basis or subsidized with turf grass or perennial ground covers. Alternative landscape designs which meet the intent of this Chapter or emphasize the installation of native plant species may be approved by the Community Development Director.

2. Landscape areas located externally. An area no more than 10 feet from the edge of the paved surface may be considered part of the required landscape area. Shade or ornamental trees shall be no more than 50 feet apart and at least 50 percent of the total perimeter landscape area shall have plant materials such as dwarf shrubs, compact evergreens, or hedge materials including but not limited to intermediate shrubs or upright compact evergreens. Annuals or perennial ground cover may be incorporated into these beds. Foundation plantings or ground sign plantings are not part of the required external landscape area. The location of landscape materials in public right of way must be approved by the City Engineer.

3. Condition of plant materials. All plant materials serving a parking lot shall be maintained in a healthy condition and shall be pruned to maintain visibility between a height of 3 feet and 7 feet, except where the lack of such visibility does not create a hazard to drivers or pedestrians. Each landscaped area shall be designed and planted in such a manner as to reasonably protect the plants from being struck by motor vehicles. The Community Development Director shall notify the owner of a parking lot when there is a failure to maintain plant materials. Plant materials shall be restored and maintained, or a new landscape plan submitted and approved, within 30 days. Additional time to comply with this section may be approved by the Community Development Director based on seasonal or inclement weather conditions.

4. When a parking lot is located across a public right-of-way and across from the front plane of a residential use or non-residential use, it shall be screened or buffered parallel to the right-of-way as follows:

- If opposite a residential use 100 percent of the parking lot frontage (excluding curb cuts), shall be landscaped to a minimum height of 3 feet.
- If opposite a non-residential use 50 percent of the parking lot frontage (excluding curb cuts), shall be landscaped to a minimum height of 3 feet.

5. When a parking lot is located adjacent to a residential use, it shall be screened or buffered in accordance with the City's approved project review regulations and standards.

- B. **Lighting.** All open off-street parking areas, other than parking for single family attached or detached family homes, shall be lighted. Such lighting shall conform to the following standards:
1. Lighting fixtures shall be arranged to reflect light downward and away from residential properties with the light source not visible.
  2. All electrical cable shall be placed underground and shall be installed as per adopted building codes.
  3. All lighting system designs shall be reviewed for consistency with the City's approved project review regulations and standards and be approved by the Community Development Director.
- C. **Drainage.** All off-street parking facilities shall comply with applicable City Ordinances pertaining to storm water management.
- D. **Parking Facility Design Review.** The design of all parking lots shall proceed through the project review process to verify compliance with applicable design and appearance review guidelines.

**9.15 Parking Space Location**

Off-street parking spaces and facilities shall be located as specified herein. Where a distance is specified, such distance shall be measured from the nearest point of the parking area to the nearest entrance of the building which said parking area serves.

- A. **Single family detached dwellings:** On the same zoning lot or parcel as the building served.
- B. **Single family attached dwellings:** On the same lot or parcel as the building or buildings served. For purposes of complying with this requirement, a group of attached dwellings constructed and maintained under single ownership or management is considered to be on a single lot or parcel.
- C. **Apartment houses containing 4 or more dwelling units:** On the same lot or parcel as the building served, or on a separate lot or parcel not more than 300 feet from the nearest entrance to the main building or buildings served, provided the lot or parcel used for parking is located in the same or a less restrictive zoning district.
- D. **Rooming houses, lodging houses, clubs, hospitals, and sanitariums, homes for the aged, dormitories, group dwellings, and similar uses as determined by the Community Development Director:** On the same lot or parcel as the main building or buildings served, or upon land contiguous to the lot or parcel which contains the building or buildings served.
- E. **Uses other than those specified above:** On the same lot or parcel as the main building or buildings served, or on a separate lot or parcel not more than 1,000 feet from the entrance of the main building or buildings, provided the lot or parcel used for parking is located in the same or a less restrictive zoning district.

**9.16 Non-residential Loading Spaces**

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- A. **Location.** All required off-street loading spaces for non-residential activity shall be located on the same zoning lot as the use served. No loading space for vehicles over 2 tons capacity shall be closer than 40 feet to any property in a residential district unless completely enclosed by building walls, or a uniformly solid fence or wall, or any combination thereof, not less than 6 feet in height. No permitted or required portion of a loading space shall be located within 35 feet of the nearest point of intersection of any two streets. Yards. Off-street loading spaces in industrial, business or office districts may be located in required rear or side yards, except no loading space may be located within 40 feet of adjacent residential districts. No off-street loading space in any zoning district may be located within a required front or side yard abutting a street.
- B. **Description.** Unless otherwise specified, a required loading space shall be at least 12 feet in width and at least 45 feet in length, exclusive of aisles and maneuvering space, and shall have a vertical clearance of at least 14 feet.
- C. **Construction and Surfacing.** The construction design of all off-street loading spaces and access thereto, shall be reviewed by the City Engineer to determine that they are constructed in accordance with applicable City standards. A concrete surface shall be required for each loading space which serves a dock, ramp or elevator.
- D. **Circulation and Access.** Off-street loading areas shall be so designed as to not require the use of any arterial or collector street for maneuvering space into or out of the loading space. Adequate space to accommodate the turning radii of trucks and trailers, exclusive of any parking spaces and landscaping shall be provided.
- E. **Use of Off-Street Loading Facilities.** Space allocated to any off-street loading space shall not also be used to satisfy the space requirements for any off-street parking facilities or portions thereof.
- F. **Central Loading.** Off-street loading spaces for separate uses, different buildings, structures or uses, or for mixed uses, may be provided collectively in any zoning district in which separate loading spaces for each constituent use would be required, provided that the total number of loading space so located together shall not be less than the sum of the separate requirements for each use.

### 9.17 Schedule of Required Loading Spaces

The number of required loading spaces for uses in specific zoning districts shall be as set forth in Table 9.3, unless alternate measures are approved by the Community Development Director. In calculating the total number of spaces required, the following shall apply:

- A. For uses or buildings, including accessory buildings, having a combined floor area of not more than 20,000 square feet, the number of loading spaces shown in Column 1 of said Table 9.3 shall be required.
- B. For uses or buildings, including accessory buildings, having a combined floor area greater than 20,000 square feet, but not more than 50,000 square feet, the number of loading spaces shown in Column 2 of said Table 9.3 shall be required.
- C. For uses or buildings, including accessory buildings, having a combined floor area greater than 50,000 square feet, but not more than 100,000 square feet, the number of loading spaces

shown in Column 3 of said Table 9.3 shall be required.

- D. For uses or buildings, including accessory buildings, having a combined floor area of greater than 100,000 square feet, the number of spaces shown in Column 3 of Table 9.3, plus the number of spaces shown in Column 4 of said Table 9.3, for each additional 100,000 square feet, or major fraction thereof shall be required.

<b>Table 9.3: Required Number of Loading Spaces</b>				
<b>Zoning District/Use</b>	<b>Per first 20,000 s.f. (Column 1)</b>	<b>Per first 50,000 s.f. (Column 2)</b>	<b>Per first 100,000 s.f. (Column 3)</b>	<b>Per each additional 100,000 s.f. (Column 4)</b>
<b>Residential Districts</b>				
▪ Health care uses	-	1.0	2.0	1.0
▪ All other uses	-	1.0	1.0	1.0
<b>Business Districts</b>				
▪ Automotive	1.0	2.0	2.0	1.0
▪ Commercial recreation	-	1.0	1.0	0.5
▪ Commercial service	1.0	2.0	2.0	1.0
▪ Financial service	-	1.0	1.0	0.5
▪ Food service	1.0	1.0	2.0	0.5
▪ Office	-	1.0	1.0	0.5
▪ Personal service	-	1.0	1.0	0.5
▪ Retail	1.0	1.0	2.0	1.0
▪ All other uses	-	1.0	1.0	1.0
<b>Manufacturing Districts</b>				
▪ Agricultural uses	1.0	1.0	1.0	1.0
▪ Business uses	1.0	1.0	1.0	1.0
▪ Commercial recreation	1.0	1.0	1.0	1.0
▪ Commercial service	1.0	2.0	1.0	1.0
▪ Manufacturing	1.0	2.0	2.0	1.0
▪ Transportation uses	1.0	2.0	2.0	1.0

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### LANDSCAPE PLANTING GUIDELINES

#### Minimum Size of Plants at Installation

Evergreen Trees = 5 feet in height  
Dwarf or Compact Deciduous and Evergreen Shrubs = 15-inch spread  
Screening/Buffering Material = 3 feet in height  
Intermediate/Ornamental Trees = 6 feet in height or 2-inch caliper  
Shade Trees = 2 ½ -inch caliper

#### Guidelines for Ground Sign Planting Beds

1. Plants around ground signs shall exhibit seasonal variety.
2. Motorist or pedestrian visibility shall not be obstructed by the sign or the plants.
3. At maturity plants shall not obscure the message area of a ground sign.
4. A ground sign may be mounted in an area with existing landscape plants but the immediate area around the sign must comply with these guidelines.
5. Ground mounted light fixtures used to illuminate a sign shall be screened by appropriate plants.
6. All planting beds shall be separated from turf grass areas with spaded or rigid edging.
7. All planting beds shall have annual or perennial groundcover or other weed control measures.
8. Annual plants used as ground cover shall be replanted every year.
9. Other weed control shall be 3" of hardwood mulch, or stone and fabric with rigid edging.
10. Rigid edging may be premium polyvinyl, steel, aluminum, timber, stone, brick, etc.

#### Prohibited Plants

**TREES:** Black Locust (*Robinia pseudoacacia*), Box Elder (*Acer negundo*), Buckthorn (*Rhamnus cathartica*), Chokecherry (*Prunus virginiana*), Cottonwood (*Pouulus deltoides*), Chinese Elm (*Ulmus parviflora*), Goldenchain Tree (*Laburnum anagyroides*), Japanese Yew (*T. Cuspidata*), Laurel Willow (*Salix pentandra*), Mulberry (*Morus sp.*), Osage Orange (*Maclura pomifera*), Russian Olive (*Elaeagnus angustifolia*), Siberian Elm (*Ulmus pumila*), Tree of Heaven (*Ailanthus altissima*), Weeping Willow (*Salix babylonica*)

**FORBS:** Crown Vetch (*Coronilla varia*) Giant Ragweed (*Ambrosia trifida*), Multiflora Rose (*Rosa multiflora*), Purple Loostripe (*Lythrum salicaria*), Thistle-Genus Onopordum

**GRASSES:** Chinese Silver Grass (*M. Cinesis*), Johnson Grass (*Sorghum halapense*), Pampas Grass (*Cortaderia selloana*), Reed Canary (*Phalaris arundinacea*), Tall Fescue (*F. Arundinacea*)

**VINES:** Oriental Bittersweet (*Celastrus orbiculatus*)

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### Recommended Planting List

**Biodiverse plantings are essential. A single species should not be used for more than a third of total plantings.**

#### SHADE TREES

MIYABE MAPLE

BLACK MAPLE

HEDGE MAPLE

NORWAY MAPLE – Columnar, Crimson King, Deborah, Emerald Queen, Fairview, Schwedler, Superform.

RED MAPLE – Autumn Flame, Autumn Haze, Bowhall; Red Sunset; xfreemanii-“Marmo,” “Indian Summer”

SUGAR MAPLE – Bonfire, Columnar, Green Mountain; Legacy, Moraine, Newton Sentry

GINKGO – Magyar, Princeton Sentry

HACKBERRY – Chicagoland, Windy City

HONEYLOCUST – Halka, Moraine; Shademaster; Skyline; Sunburst.

HORNBEAM – American

KATSURATREE

KENTUCKY COFFEETREE – Espresso

***Ash trees should not be utilized at this time due to impending presence of the Emerald Ash Borer beetle***

BLUE ASH

~~GREEN ASH – Bergeson, Marshall Seedless, Patmore, Sherwood Glen, Summit~~

~~WHITE ASH – Autumn Applause, Autumn Purple, Champaign county, Chicago Regal, Rosehill~~

BEECH – AMERICAN

BEECH – European – Dawyck Purple, Pendula, Riversii, Rotundifolia, Spaethiana, Tricolor

BIRCH – Fox Valley, River, Whitespire, Yellow

BUCKEYE – Bottlebrush, Ohio, Red, Yellow

YELLOWWOOD – American

OAK – Bur, English, Pin, Red, Shingle, Swamp White, White

LINDEN – American, Crimean Glenleven, Greenspire, Redmond

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### EVERGREENS TREES

ARBORVITAE – American, Brandon, Emerald Green, Holmstrup, Mission, Nigra, PATRIOT

FIR – Balsam, Concolor, Douglas, Fraser

HEMLOCK – Canadian

PINE – Austrian, Limber, Swiss Stone, White

DAWN REDWOOD

SPRUCE – Black Hills, Colorado Blue, Colorado Green, Dwarf Alberta, Fat Albert, Hoopsii, Montgomery, Serbian

### INTERMEDIATE/ORNAMENTAL TREES

ALDER – European Black

BRADFORD PEAR – Aristocrat, Chanticleer, Princess

CRAB – Adams, Beverly, Candied Apple, Coralburst, David, Dolgo, Donald Wyman, Doubloons, Evelyn, Golden Raindrops, Mary Potter, Molten Lava, Prairie Fire, Purple, Prina, Red Jewel, Sargent, Snow Drift, Tina, Zumi

DOGWOOD – Pagoda, Corneliancherry

HAWTHORN – Thornless Cockspur, Washington

JAPANESE TREE LILAC

MAGNOLIA – Betty, Jane, Marillyn, Merrill, Saucer, Star

REDBUD--Cercis

SERVICEBERRY - Autumn Brilliance, Cole's Select, Forest Prince, Shadblow

WHITEBUD

### EVERGREEN SHRUBS

ARBORVITAE – Hetz Midget, Little Giant, Wareana, Woodward Globe

JUNIPER – Andorra, Armstrong, Blue Haven, Blue Rug, Blue Sargent, Blue, Star, Calgary, Carpet, Fairview, Green Sargent, Hughes, Japgarden, Sea Green, Skyrocket

PINE – Mugho

SPRUCE – Bird's Nest, Globosa

YEW – Berg, Berryhill, Capitata, Dense, Hicks, Runyan, Taunton

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### BROADLEAF EVERGREENS

BAYBERRY

BOXWOOD – Glencoe, Green Gem, Green Mound, Green Mountain, Green Velvet, Winter Gem, Wintergreen

EUONYMUS – Emerald Gaiety, Emerald ‘N’ Gold, Emerald Surprise, Moon Shadow

HOLLY – Blue Prince/Princess, China Girl/Boy

INKBERRY

RHODODENDRON – Aglo, Catawba, Hudson Bay, Olga Mezzit, PJM, Weston’s Pink Diamond

### DECIDUOUS SHRUBS

ALPINE CURRANT – Green Mound

BARBERRY – Crimson Pygmy, Kobold, Mentor, Red, Rosy Glow

BURNING BUSH – Common, Dwarf

CAROLINA ALLSPICE

CHOKEBERRY – Black, Red

CLETHRA – Summersweet, Hummingbird

COTONEASTER – Cranberry, Hessei, Many-flowering, Peking

DEUTZIA – Lemoine, Slender

DOGWOOD - Bailey’s Red, Gray, Yellow.

FLOWERING QUINCE – spitfire, jet trail, Texas scarlet.

FORSYTHIA – Bronx, Happy Centennial, Lynwood Gold, Meadowlark, Sunrise

FOTHERGILLA – Beaver Creek, Dwarf, Large, Mt. Airy

HONEYSUCKLE – Arnold Red Tatarian, Clavey’s Dwarf, Dwarf Bush, Emerald Mound.

HYDRANGEA – Annabelle, Oakleaf, Peegee, Tardiva.

ITEA – Common, Henry’s Garnet, Little Henry

LILAC - Chinese, Dwarf Korean, French, Miss Kim, Persian;

POTENTILLA – Gold Drop, Gold Finger, Jackman, McKay’s White

PRIVET – Cheyenne

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SPIRAEA – Alpine, Anthony Waterer, Forebel's, Gold Flame, Gold Mound, Lime Mound, Little Princess, Snowmound, Vanhoutte

SUMAC - Cutleaf Staghorn, Fragrant, Gro-low Fragrant, Smooth Staghorn;.

VIBURNUM – Arrowwood, Blackhaw, Burkwood, European Cranberrybush, Judd, Koreanspice; Mohican Wayfringtree, Nannyberry, Wright.

WEIGELA – Java red, Minuet, Pink Princess, Red Prince, Wine and Roses

WITCHHAZEL - Vernal; Common.

### **VINES AND GROUNDCOVER**

(Also see page E-15 for native ground covers)

CLEMATIS

EUONYMUS – Purpleleaf Wintercreeper

HONEYSUCKLE

IVY – Baltic, Thorndale

SILVERLACE VINE

VINCA – Bowles, Emily Joy, Minor, Sterling Silver

### **Guidelines for Wet Bottom Detention and Retention Basin Vegetation**

The planning and design of retention and detention areas must not only be functional and safe, but it must also be ecologically sound and aesthetically pleasing. Careful selection and location of vegetation can not only minimize erosion and provide filtration, but can also discourage Canada Geese which are becoming an increasing problem around wet bottom basins.

To discourage nesting and feeding, one viable recommendation is to change the environment so that the geese will not find an area as attractive for nesting and feeding. This can best be accomplished by reducing large lawn areas and increasing the use of natural landscaping with native trees, shrubs, prairie and wetland grasses and wildflowers.

1. Plantings should create a thick stand to promote wildlife.
2. The minimum width of plantings along water or below high water line of retention areas should be 10 feet.
3. The optimum width of plantings along water or below high water line of retention areas is 30 feet.
4. At least 70% vegetation coverage should mature at a height of over 30 inches.
5. Native species should be used for at least 70% coverage.
6. A mixture of trees, shrubs, grasses, and wetland and perennial native or ornamental flowers; grasses and wildflowers should be at 50% wildflowers and 50% grasses mix.
7. A 4' wide path of biodegradable materials for access to the water through the planted area is allowed.
8. No more than 20% of shoreline distance should be open for access. This access area shall have emergent wetland vegetation in the water.

## APPENDIX E

### NATIVE FORBS AND GRASSES SEED MIXES

Plantings with a diverse and colorful variety of species can closely simulate native plant communities. Seed mixes can be designed to fit a wide range of habitat conditions.

The key to a restoration planting is species diversity. Soil type is important in determining what should be planted for maximum chance of survival. When conducting a restoration, or a native planting, a minimum of 10 forbs and 2 to 3 species of grasses is essential. Wetland seed mixes are given for various types of uses; ie, swale mix, ponds, floodplains. These lists should be followed as closely as possible. The first set of plant lists is given in common names. The second set of plant lists is in their botanical name for accuracy in identification.

These plant lists are a guideline for native planting and restoration purposes. A seeding rate of 10 lbs. per acre with a mix of 50 percent grass and 50 percent forbs is recommended. This does not include cover crop rates.

#### SHORT SEDGE MEADOW--For WET & WET MESIC Soils

##### FORBS

Swamp Milkweed  
False Aster  
Boneset  
Northern Bedstraw  
Bottle Gentian  
Prairie Blazing Star  
Turk's Cap Lily  
Cardinal Flower  
Great Blue Lobelia  
Pale Spiked Lobelia

Prairie Loosestrife  
Winged Loosestrife  
Monkey Flower  
Marsh Betony  
Wild Sweet William  
Mountain Mint  
Black-eyed Susan  
Brown-eyed Susan  
Swamp Saxifrage  
Ohio Goldenrod

Riddell's Goldenrod  
Golden Alexanders

##### GRASSES

Fringed Brome  
Mix of 5 Sedges  
Virginia Wild Rye  
Mix of 2 Manna Grasses  
Mix of 4 Rushes

#### SHORT GRASS PRAIRIE--For MESIC Soils

##### FORBS

Nodding Onion  
Smooth Blue Aster  
White Wild Indigo  
Prairie Coreopsis  
Midland Shooting Star  
Pale Purple Coneflower  
Purple Coneflower  
Rattlesnake Master  
Northern Bedstraw  
Bottle Gentian

Cream Gentian  
Prairie Blazing Star  
Wild Quinine  
Wood Betony  
Foxglove Beardtongue  
Purple Prairie Clover  
Prairie  
Mountain Mint  
Black-eyed Susan  
Brown-eyed Susan

Ohio Spiderwort  
Golden Alexanders

##### GRASSES

Little Bluestem  
Side-oats Grama  
Long-awned Bracted Sedge  
Virginia Wild Rye  
Northern Dropseed

#### SHORT GRASS PRAIRIE--For DRY MESIC Soils

##### FORBS

Lead Plant  
Butterfly Weed  
Sky Blue Aster  
White Wild Indigo  
New Jersey Tea  
Prairie Coreopsis  
Pale Purple Coneflower  
Rattlesnake Master  
Flowering Spurge  
Stiff Gentian

Button Blazing Star  
Wild Quinine  
Wood Betony  
Foxglove Beardtongue  
White Prairie Clover  
Purple Prairie Clover  
Prairie Phlox  
Black-eyed Susan  
Royal Catchfly  
Ohio Spiderwort

Prairie Violet  
Heart-leaf Golden Alexanders

##### GRASSES

Little Bluestem  
Side-oats Grama  
Small Yellow Fox Sedge  
June Grass  
Northern Dropseed

## APPENDIX E

### SHORT GRASS PRAIRIE--For DRY SAND Soils

#### FORBS

Butterfly Weed  
Silky Aster  
Ground Plum  
Partridge Pea  
Downy Painted Cup  
Sand Coreopsis  
Rattlebox  
Prairie Larkspur  
Western Sunflower  
Button Blazing Star

Wild Lupine  
Spotted Bee Balm  
Sand Evening Primrose  
Large-flowered Beardtongue  
Pale Beardtongue  
Silky Prairie Clover  
Prairie Blue-eyed Grass  
Old Field Goldenrod  
Goat's Rue  
Prairie Spiderwort

Ohio Spiderwort  
Hoary Vervain  
**GRASSES**  
Little Bluestem  
Side-oats Grama  
Plains Oval Sedge  
June Grass  
Northern Dropseed

### TALL GRASS WOODS EDGE SAVANNA--For WET MESIC to DRY MESIC

#### FORBS

Yellow Giant Hyssop  
Smooth Blue Aster  
Crooked-stemmed Aster  
Short's Aster  
Hairy Wood Mint  
Great Indian Plantain  
Tall Bellflower  
Maryland Senna  
Tall Coreopsis  
Purple Coneflower

Sweet Joe Pye Weed  
Large-flowered Gaura  
Cream Gentian  
Early Sunflower  
Glade Mallow  
Foxglove Beardtongue  
Hairy Mountain Mint  
Black-eyed Susan  
Sweet Black-eyed Susan  
Brown-eyed Susan

Culver's Root  
Golden Alexanders  
**GRASSES**  
Big Bluestem  
Hairy Wood Chess  
Canada Wild Rye  
Silky Wild Rye  
Virginia Wild Rye  
Bottlebrush Grass

### TALL GRASS INEXPENSIVE For MESIC & DRY MESIC Soils

#### FORBS

Anise Hyssop  
Smooth Blue Aster  
Canadian Milk Vetch  
Pale Purple Coneflower  
Purple Coneflower  
Rattlesnake Master  
Western Sunflower  
Early Sunflower  
Great St. John's Wort

Round-headed Bush Clover  
Wild Bergamot  
Wild Quinine  
Foxglove Beardtongue  
Purple Prairie Clover  
Yellow Coneflower  
Black-eyed Susan  
Sweet Black-eyed Susan  
Brown-eyed Susan

Rosin Weed  
Compass Plant  
Stiff Goldenrod  
Golden Alexanders  
**GRASSES**  
Big Bluestem  
Canada Wild Rye  
Switch Grass  
Indian Grass

### TALL GRASS EXPOSED CLAY SUBSOIL--For MESIC & DRY MESIC

#### FORBS

Nodding Onion  
Smooth Blue Aster  
New England Aster  
Canadian Milk Vetch  
White Wild Indigo  
Partridge Pea  
Purple Coneflower  
Biennial Gaura  
Early Sunflower  
False Boneset

Round-headed Bush Clover  
Wild Bergamot  
Foxglove Beardtongue  
White Prairie Clover  
Purple Prairie Clover  
Yellow Coneflower  
Black-eyed Susan  
Sweet Black-eyed Susan  
Brown-eyed Susan  
Compass Plant

Prairie Dock  
Stiff Goldenrod  
**GRASSES**  
Big Bluestem  
Canada Wild Rye  
Virginia Wild Rye  
Switch Grass  
Indian Grass

## APPENDIX E

### TALL SEDGE MEADOW--For WET Soils

#### FORBS

Sweet Flag	Rose Mallow
Mud Plantain	Wild Iris
Swamp Milkweed	Prairie Blazing Star
New England Aster	Turk's Cap Lily
Flat-topped Aster	Cardinal Flower
Decurrent False Aster	Great Blue Lobelia
Joe Pye Weed	Monkey Flower
Boneset	Marsh Betony
Northern Bedstraw	Mountain Mint
Sneezeweed	Bristly Buttercup

Common Arrowhead  
Great Bur Reed  
Blue Vervain  
Common Ironweed

#### GRASSES

Fringed Brome  
Mix of 5 Sedges  
Mix of 3 Manna Grasses  
Mix of 3 Bulrushes  
Cord Grass

### TALL GRASS PRAIRIE--For WET MESIC Soils

#### FORBS

Canada Anemone	Great Blue Lobelia
Swamp Milkweed	Wild Sweet William
New England Aster	Obedient Plant
Flat-topped Aster	Mountain Mint
Sweet Indian Plantain	Black-eyed Susan
Joe Pye Weed	Sweet Black-eyed Susan
Boneset	Brown-eyed Susan
Bottle Gentian	Compass Plant
Rose Mallow	Prairie Dock
Prairie Blazing Star	Riddell's Goldenrod

Purple Meadow Rue  
Blue Vervain  
Common Ironweed  
Golden Alexanders

#### GRASSES

Big Bluestem  
Mix of 4 Sedges  
Mix of 2 Wild Ryes  
Mix of 3 Bulrushes  
Cord Grass

### TALL GRASS PRAIRIE--For MESIC Soils

#### FORBS

Smooth Blue Aster	Wild Bergamot
New England Aster	Wild Quinine
Canadian Milk Vetch	Foxglove Beardtongue
White Wild Indigo	Purple Prairie Clover
Purple Coneflower	Prairie Phlox
Rattlesnake Master	Yellow Coneflower
Large-flowered Gaura	Black-eyed Susan
Cream Gentian	Sweet Black-eyed Susan
Early Sunflower	Brown-eyed Susan
Prairie Blazing Star	Compass Plant

Prairie Dock  
Stiff Goldenrod  
Culver's Root  
Golden Alexanders

#### GRASSES

Big Bluestem  
Canada Wild Rye  
Switch Grass  
Indian Grass

### MIXED HEIGHT PRAIRIE--For DRY MESIC Soils

#### FORBS

Butterfly Weed	Wild Bergamot
Sky Blue Aster	Wild Quinine
White Wild Indigo	Wood Betony
Prairie Coreopsis	Foxglove Beardtongue
Pale Purple Coneflower	Purple Prairie Clover
Rattlesnake Master	Yellow Coneflower
Stiff Gentian	Black-eyed Susan
Western Sunflower	Sweet Black-eyed Susan
Round-headed Bush Clover	Brown-eyed Susan
Button Blazing Star	Compass Plant

Stiff Goldenrod  
Showy Goldenrod  
Ohio Spiderwort  
Hoary Vervain

#### GRASSES

Mix of Big & Little Bluestem  
Side-oats Grama  
Canada Wild Rye  
Indian Grass  
Northern Dropseed

## APPENDIX E

### SHORT GRASS INEXPENSIVE--For DRY MESIC Soils FORBS

Anise Hyssop  
Butterfly Weed  
Sky Blue Aster  
Canadian Milk Vetch  
White Wild Indigo  
Maryland Senna  
Pale Purple Coneflower

Purple Coneflower  
Rattlesnake Master  
Western Sunflower  
Wild Quinine  
Foxglove Beardtongue  
White Prairie Clover  
Purple Prairie Clover

Black-eyed Susan  
Brown-eyed Susan  
Stiff Goldenrod  
Hoary Vervain  
**GRASSES**  
Little Bluestem  
Side-oats Grama

### MIXED HEIGHT SHADY WOODLAND--For WET MESIC to DRY MESIC Soils

*Note: This woodland mix needs some openings between trees or sunlight under trees during some part of the day.*

#### FORBS

Tall Thimbleweed  
Short's Aster  
Hairy Wood Mint  
Tall Bellflower  
Pointed-leaved Tick Trefoil  
Sweet Joe Pye Weed  
Wild Geranium  
Virginia Bluebells

Bishop's Cap  
Sweet Cicely  
Wild Blue Phlox  
Jacob's Ladder  
Elm-leaved Goldenrod  
Yellow Pimpernel  
Early Meadow Rue

#### GRASSES

Hairy Wood Chess  
Awned Graceful Sedge  
Loose-headed Oval Sedge  
Beak Grass  
Silky Wild Rye  
Virginia Wild Rye  
Bottlebrush Grass

### SHORT GRASS WOODS EDGE SAVANNA--For MESIC & DRY MESIC Soils

#### FORBS

Anise Hyssop  
Nodding Onion  
Tall Thimbleweed  
Columbine  
Crooked-stemmed Aster  
Downy Wood Mint  
Tall Bellflower  
Indian Paintbrush  
Purple Coneflower

Cream Gentian  
Stiff Gentian  
Dotted St. John's Wort  
False Boneset  
Slender Bush Clover  
Wild Lupine  
Wood Betony  
Foxglove Beardtongue  
Hairy Mountain Mint

Black-eyed Susan  
Brown-eyed Susan  
Yellow Pimpernel  
Golden Alexanders  
**GRASSES**  
Long-awned Bracted Sedge  
Silky Wild Rye  
Virginia Wild Rye  
Bottlebrush Grass

### SHORT GRASS ECHINACEA--For DRY MESIC Soils

#### FORBS

Anise Hyssop  
Nodding Onion  
Butterfly Weed  
Sky Blue Aster  
Blue Wild Indigo  
White Wild Indigo  
Echinacea angustifolia  
Echinacea atrorubens  
Echinacea pallida  
Echinacea paradoxa

Echinacea purpurea  
Echinacea tennesseensis  
Rattlesnake Master  
Northern Bedstraw  
Stiff Gentian  
Dotted St. John's Wort  
Button Blazing Star  
Dotted Blazing Star  
Wild Quinine  
Wood Betony

Foxglove Beardtongue  
Purple Prairie Clover  
Prairie Phlox  
Black-eyed Susan  
Prairie Spiderwort  
**GRASSES**  
Little Bluestem  
Side-oats Grama  
Northern Dropseed

## APPENDIX E

### NATIVE SEED MIXES—FROM DRY TO WET

#### **LOW PROFILE MESIC TO DRY PRAIRIE SEED MIX FOR ORDINARY SOILS TO WELL DRAINED SOILS**

Agropyron trachycaulum	Echinacea purpurea
Andropogon scoparius	Eryngium yuccifolium
Carex species	Lespedeza capitata
Bouteloua curtipendula	Liatris aspera
Elymus virginicus	Penstemon digitalis
Hordeum jubatum	Petalostemum candidum
Allium ceruum	Petalosteumu purpureum
Amorpha canescens	Potentilla arguta
Astragalus canadensis	Pycnanthemum species
Anemone species	Rosa carolina
Asclepias sullivantii	Rudbeckia hirta
Asclepeias verticillata	Rudbeckia subtomentosa
Aster laevis	Solidago graminifolia
Aster ericoides	Solidago juncea
Aster oblongifolius	Solidago nemoralis
Cassia fasciculata	Tradescantia ohiensis
Coreopsis palmata	Verbena stricta
Coreopsis lanceolata	Zizia aurea
Echinacea pallida	

#### **LOW PROFILE PRAIRIE WITH ACCENT SEED MIX FOR AVERAGE SOILS TO WELL DRAINED SOILS**

Andropogon scoparius	Lespedeza capitata
Bouteloua curtipendula	Liastris aspera
Carex species	Parthenium integrifolium
Elymus virginicus	Penstemon digitalis
Hordeum jubatum	Petalostemum candidum
Sorghastrum nutans	Petalostemum purpureum
Allium cernuum	Potentilla arguta
Amorpha canescens	Pycnanthemum species
Anemone species	Rosa carolina
Asclepias sullivantii	Rudbeckia hirta
Asclepias verticillata	Rudbeckia subtomentosa
Aster laevis	Silphium laciniatum
Aster ericoides	Silphium terebinthinaceum
Aster oblongifolius	Soidago graminifolia
Cassia fasciculata	Solidago juncea
Coreopsis palmata	Solidago nemoralis
Coreopsis lanceolata	Tradescantia ohiensis
Echinacea pallida	Verbena stricta
Echinacea purpurea	Zizia aurea
Eryngium yuccifolium	

## APPENDIX E

### TALL GRASS MESIC PRAIRIE SEED MIX—A SEED MIX FOR RICH, BLACK SOILS TO AVERAGE SOILS

Andropogon gerardii	Liatris pycnostachya
Andropogon scoparius	Monarda fistulosa
Carex bicknellii	Parthenium integrifolium
Bouteloua curtipendula	Petalostemum purpureum
Panicum virgatum	Physostegia virginiana
Sorghastrum nutans	Ratibida pinnata
Elymus canadensis	Rosa blanda
Hordeum jubatum	Rudbeckia hirta
Amorpha canescens	Silphium laciniatum
Aster laevis	Silphium terebinthinaceum
Aster nova-angliae	Solidago nemoralis
Baptisia leucantha	Solidago rigida
Cassia fasciculata	Tradescantia ohiensis
Echinacea purpurea	Verbena stricta
Eryngium yuccifolium	Veronicastrum virginicum
Lespedeza capitata	Vernonia fasciculata
Liatris aspera	

### WET TO MESIC PRAIRIE SEED MIX – A SEED MIX FOR ORDINARY TO RICH SOILS, MOIST AREAS IN YOUR YARD WHERE WATER COLLECTS AND SOAKS IN AFTER A RAIN.

Andropogon gerardii	Liatris spicata
Calamagrostis canadensis	Lobelia siphilitica
Carex bebbii	Mimulus ringens
Carex vulpinoidea	Monarda fistulosa
Elymus canadensis	Parthenium integrifolium
Panicum virgatum	Petalostemum purpureum
Scirpus atrovirens	Physostegia virginiana
Sorghastrum nutans	Pycnanthemum virginicum
Spartina pectinata	Ratibida pinnata
Asclepias sullivantii	Rudbeckia hirta
Aster laevis	Silphium laciniatum
Aster nova-angliae	Silphium perfoliatum
Cassia fasciculata	Solidago rigida
Epilobium coloratum	Veronicastrum virginicum
Eupatorium perfoliatum	Vernonia fasciculata
Iris virginica	Zizia aurea
Liatris pycnostachya	

### SHORELINE/WET EDGE SEED MIX – A SEED MIX FOR MUDDY POND AND LAKE SHORE, MUDDY DITCHES

Agrostis alba	Elymus canadensis
Agrostis alba palustris	Glyceria striata
Carex bebbii	Juncus species
Carex cristatella	Leersia oryzoides
Carex comosa	Scirpus atrovirens
Carex scoparia	Scirpus cyperinus
Carex stipata	Scirpus pendulus
Carex vulpinoidea	Scirpus validus
Cyperus species	Alisma subcordatum
Echinochloa crusgalli	Asclepias incarnata
Eleocharis species	Aster simplex

## APPENDIX E

Bidens species  
Boltonia latisquama  
Epilobium coloratum  
Eupatorium maculatum  
Helenium autumnale  
Mimulus ringens  
Polygonum lapathifolium

Penthorum sedoides  
Rudbeckia laciniata  
Sagittaria latifolia  
Silphium perfoliatum  
Sparganium eurycarpum  
Verbena hastata

### URBAN WETLAND/FLOODPLAIN SEED MIX – A SEED MIX FOR URBAN FLOODPLAINS, TOLERANT OF PARITAL SHADE AND DIRTY STORM WATER

Agrostis alba  
Agrostis alba palustris  
Carex blanda  
Carex stipata  
Carex vulpinoidea  
Cyperus species  
Echinochloa crusgalli  
Eleocharis species  
Elymus virginicus  
Juncus bufonius  
Juncus torreyi  
Leersia oryzoides  
Panicum dichotomiflorum  
Scirpus atrovirens  
Scirpus pendulas

Scirpus validus  
Asclepias incarnata  
Boehmeria cylinrica  
Clematis virginiana  
Erechtites hieracifolia  
Glyceria striata  
Helianthus grosseserratus  
Penthorum sedoies  
Polygonum lapathifolium  
Polygonum pennsylvanicum  
Rudbeckia laciniata  
Rumex altissimus  
Teucrium canadensis  
Verbena hastata

### EMERGENT/SHORELINE SEED MIX – A SEED MIX FOR SHORELINES AND MUDFLATS WHICH WORKS WHEN WATER LEVELS DROP OCCASIONALLY.

Agrostis alba palustris  
Carex comosa  
Cephalanthus occidentalis  
Echinochloa crusgalli  
Eleocharis calva  
Eleocharis palustris  
Elymus canadensis  
Glyceria grandis  
Glyceria striata  
Juncus species  
Leersia oryzoides  
Scirpus acutus  
Scirpus atrovirens  
Scirpus fluviatilis

Scirpus pungens  
Scirpus validus creber  
Spartina pectinata  
Acorus calamus  
Asclepias incarnata  
Bidens species  
Hibiscus laevis  
Iris virginicus  
Peltandra virginica  
Polygonum pseices  
Pontederia cordata  
Sagittaria latifolia  
Sparganium eurycarpum

### GROUNDWATER WETALND SEED MIX – A MIX FOR SEEPS, FENS, AND SPRINGY HILLSIDES

Agrostis alba palustris  
Andropogon gerardii  
Bromus ciliatus  
Bromus kalmii  
Calamagrostis candensis

Calamagrostis inexpansa  
Carex buxbaumii  
Carex granularis  
Carex hystricina  
Carex scoparia

## APPENDIX E

Scirpus acutus  
Agalinis purpurea  
Angelica atropurpurea  
Asclepias incarnata  
Aster nova-angliae  
Aster puniceus  
Aster umbellatus  
Cacalia plantaginea  
Caltha palustris  
Chelone glabra  
Cirsium muticum  
Eupatorium Maculatum  
Eupatorium perfoliatum  
Helenium autumnale  
Iris virginica  
Lycopus americanus

Lycopus virginicus  
Lysimachia quadriflora  
Mentha arvensis  
Onoclea sensibilis  
Parnassia glauca  
Pedicularis lanceolata  
Pycnanthemum virginianum  
Rosa palustris  
Rumex orbicaulatus  
Scifragia pensylvanica  
Silphium terebinthinaceum  
Solidago ohioensis  
Solidago patula  
Solidago riddellii  
Sorghastrum nutans  
Zizia aurea

### **SEDGE GHETTO- NATIVE SPECIES ADAPTED TO FLUCTUATING, DIRTY WATER URBAN WETLAND MITIGATIONS**

Agrostis alba palustris  
Alisma subcordatum  
Amorpha fruticosa  
Asclepias incarnata  
Aster nova-angliae  
Aster simplex  
Bidens cernua  
Bidens Frondosa  
Boltonia latisquama  
Carex bebbii  
Carex lupuliformis  
Carex stipata  
Carex scoparia  
Carex vulpinoidea  
Cornus racemosa  
Eleocharis species  
Elymus virginicus

Eupatorium maculatum  
Glyceria striata  
Helenium autmnale  
Juncu species  
Leersia oryzoides  
Ludwigia polycarpa  
Mimulus ringens  
Penthroum sedoides  
Rudbeckia laciniata  
Sagittaria latifolia  
Scirpus atrovirens  
Scirpus fluviatilis  
Scirpus pendulus  
Scirpus validus  
Silphium perfoliatum  
Vernonia fasciculata  
Verbena hastata

### **SWALE MIX**

Agrostis alba palustris  
Carex bebbii  
Carex cristatella  
Carex stipata  
Carex vulpinoidea  
Eleocharis specieis  
Glyceria striata  
Juncus species  
Leersia oryzoides  
Scirpus atrovirens  
Scirpus cyperinus  
Scirpus pendulus  
Spartina pectinata

Asclepias incarnata  
Bidens species  
Eupatorium maculatum  
Helenium autumnale  
Liatris pycnostachya  
Lobelia species  
Mimulus ringens  
Polygonum lapathifolium  
Rumex altissimus  
Silphium perfoliatum  
Verbena hastata  
Vernonia fasciculata

## APPENDIX E

### MESIC SVANNA/OPEN WOODLAND SEED MIX

Bromus latiglumis	Lobelia siphilitica
Bromus purgans	Penstemon digitalis
Carex blanda	Polygonatum canaliculatum
Diarrehna americana	Pycnanthemum virginianum
Elymus canadensis	Ratibida pinnata
Elymus villosus	Rosa blanda
Elymus virginicus	Rudbeckia hirta
Festuca obtusa	Seymeria macrophylla
Hystrix patula	Silphium integrifolium
Actinomeris alternifolia	Silphium perfoliatum
Agastache nepetoides	Smilacina racemosa
Agastache scrophulariaefolia	Solidago juncea
Anemone virginiana	Solidago nemoralis
Aquilegia canadensis	Solidago rigida
Aster lateriflorus	Teucrium canadense
Aster sagittifolius	Thaspium barinode
Aster shortii	Tradescantia ohioensis
Aureolaria grandiflora pulchra	Triosteum perfoliatum
Baptisia leucantha	Verbena hastata
Campanula americana	Verbena urticifolia
Clematis virginiana	Veronicastrum virginicum
Hypericum pyramidatum	Zizia aurea

### UPLAND COVER CROP—NOTE: THE SEEDING RATE IS ESSENTIAL

Avena sativa	24	lbs./acre
Lolium multiflorum	12.5	lbs./acre
Agrostis alba	5	lbs./acre

### WETLAND COVER CROP—NOTE: THE SEEDING RATE IS ESSENTIAL

Avena sativa	24	lbs./acre
Agrostis alba	5	lbs./acre
Agrostis alba palustris	5	lbs./acre

### WOODLAND/SAVANNA COVER CROP—NOTE: THE SEEDING RATE IS ESSENTIAL

Avena sativa	24	lbs./acre
Agrostis alba	3	lbs./acre
Festuca ovina	4	lbs./acre

### HARDY SALT TOLERANT ROADSIDE SEED MIX

Agrostis alba	Juncus balticus
Carex nebraskensis	Lotus corniculatus
Carex praegracilis	Panicum dichotomiflorum
Echinochloa crusgalli	Poa pratensis 98/85
Hordeum jubatum	Puccinellia distans
Hordeum pusillum	Scirpus paludosus

## APPENDIX E

### NATIVE GROUND COVERS

Barren Strawberry (*Waldsteinia fragarioides*)

Common Cinquefoil (*Potentilla simplex*)

Violets: Smooth Yellow Violet (*Viola pensylvanica*), White Canadian Violet (*Viola canadensis*)

Wild Ginger (*Asarum canadense*)

May Apple or Mandrake (*Podophyllum peltatum*)

Solomon's Seal (*Polygonatum canaliculatum*)

Feathery False Solomon's Plume (*Smilacina racemosa*)

Starry Solomon's Plume (*Smilacina stellata*)

Woodbine or Virginia Creeper (*Parthenocissus quinquefolia*)

Virgin's Bower or Old Man's Beard (*Clematis virginiana*)

Bladder Fern or Bulblet Fern (*Cystopteris bulbosa*)

Ostrich Fern (*Matteuccia struthiopteris* aka *Pteretis pensylvanica*)

Mosses

Sedges, Pennsylvania Sedge (*Carex pensylvanica*)

American Yew (*Taxus canadensis* Marsh)