

AGENDA

*Village of Hoffman Estates
First Meeting of the Month
Village Board of Trustees*

*1900 Hassell Road
Hoffman Estates, IL 60169
847-882-9100*

Board Room	7:00 p.m.	March 4, 2013
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1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **RECOGNITION OF AUDIENCE**
4. **APPROVAL OF MINUTES** – February 18, 2013 & Special Meeting of
February 25, 2013
5. **CONSENT AGENDA/OMNIBUS VOTE (Roll Call Vote)**
(All items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests. In that event, the discussion will be the first item of business after approval of the Consent Agenda.)
 - A. Approval of Agenda
 - B. Approval of the schedule of bills for March 4, 2013 - \$3,716,859.31.
 - C. Request Board approval of an ordinance for the recoupment of the cost of construction and the payment for the Shoe Factory Road lift station and force main in the Village of Hoffman Estates (Canterbury Farms).
 - D. Request Board authorization to award contract for entertainment at the 2013 Northwest Fourth-Fest to William Morris Endeavor Entertainment, LLC, Beverly Hills, CA, for the musical group .38 Special in an amount not to exceed \$34,000.
 - E. Request Board authorization for a one-year extension to the Police Emergency Vehicle Equipment installation/changeover contract.
 - F. Request Board authorization for mobile radio installation for the new Northwest Central Dispatch radio system in an amount not to exceed \$29,575.82.
 - G. Request Board approval for Historical Sites Commission to proceed with 2013 budgeted activities and events in an amount not to exceed \$1,250.
 - H. Request Board authorization to extend 2011 contract for 2013 parkway tree planting program to St. Aubin Nursery, Kirkland, IL (low qualifying bid) in an amount not to exceed \$134,250.
 - I. Request Board authorization to extend 2012 contract for 2013 season landscape maintenance services for Village owned sites, state rights-of-way, detention areas and park type properties to Alaniz Group, Elgin, IL (low qualifying bid) in an amount not to exceed \$85,000.

5. **CONSENT AGENDA/OMNIBUS VOTE (Roll Call Vote) – Continued**

- J. Request Board authorization to extend 2011 contract for 2013 weed control and fertilization for various Village owned sites and rights-of-way to Spring Green, Plainfield, IL (low qualifying bid) in an amount not to exceed \$13,720.
- K. Request Board authorization to extend 2011 contract for 2013 water and sewer concrete site restoration to Strada Construction Co., Addison, IL (low qualifying bid) at a unit price of \$8.47 per square foot for sidewalk, \$33 per lineal foot for curb, and \$73 per square yard for driveway apron replacements, in an amount not to exceed \$48,700.
- L. Request Board authorization to award contract for purchase of fifteen (15) complete Mueller fire hydrants to H.D. Supply, Carol Stream, IL (low qualifying bid) in an amount not to exceed \$42,000.
- M. Request Board authorization to award contract for 2013 water/sewer parkway landscape restoration to TNT Landscaping, Elgin, IL, at a unit price of \$7.25 per square yard for sodding and \$4 per square yard for seeding, in an amount not to exceed \$30,000.

6. **REPORTS**

- A. **President's Report**
 - ... Proclamation(s)
 - James Norris Day (15 Years Service)
 - Nutrition Awareness Month
 - Severe Weather Preparedness Month
- B. **Trustee Comments**
- C. **Village Manager's Report**
- D. **Village Clerk's Report**
- E. **Committee Reports**
 - 1) Planning, Building & Zoning
 - 2) General Administration & Personnel
 - 3) Transportation & Road Improvement

7. **PLANNING AND ZONING COMMISSION REPORT**

- A. Request by the Village of Hoffman Estates to consider text amendments to Chapter 10 (Subdivision Code) of the Hoffman Estates Municipal Code.

Voting: 11 Ayes

Motion carried.

8. **ADDITIONAL BUSINESS** (*All other new business; those items not recommended unanimously by the Committee*)

9. **ADJOURNMENT**

MEETING: **HOFFMAN ESTATES VILLAGE BOARD**
DATE: **FEBRUARY 18, 2013**
PLACE: **COUNCIL CHAMBERS**
 MUNICIPAL BUILDING COMPLEX
 1900 HASSELL ROAD
 HOFFMAN ESTATES, ILLINOIS

1. CALL TO ORDER:

Village President William McLeod called the meeting to order at 7:00 p.m. The Village Clerk called the roll. Trustees present: Jackie Green, Anna Newell, Gary Stanton, Karen Mills, Ray Kincaid.

Trustee Pilafas was absent.

A quorum was present.

ADMINISTRATIVE PERSONNEL PRESENT:

J. Norris, Village Manager
D. O'Malley, Deputy Village Manager
P. Cross, Asst. Corporation Counsel
M. Koplin, Asst. Village Manager-Development Services
B. Gorvett, Fire Chief
M. Hish, Police Chief
R. Musiala, Finance Director
A. Garner, H&HS Director
M. Saaverda-Kulousek, H&HS Asst. Director
D. Schultz, Community Relations Coordinator
P. Seger, HRM Director
J. Nebel, PW Director
B. Anderson, CATV Coordinator
N. Collins, Emergency Management Coordinator

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

The Pledge was led by Trustee Green.

3. RECOGNITION OF AUDIENCE:

No one wished to be recognized.

4. APPROVAL OF MINUTES:

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 4.

Approval of Minutes

Minutes from February 4, 2013.

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Trustee Green abstained.

Motion carried.

5. CONSENT AGENDA/OMNIBUS VOTE:

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 5.A.

5.A. Approval of Agenda

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 5.B.

5.B. Approval of the schedule of bills for February 18, 2013: \$1,933,787.73.

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 5.C.

5.C. Request Board approval of Resolution No.1539-2013 authorizing the execution of a local technical assistance grant agreement between the Village of Hoffman Estates and the Metropolitan Agency for Planning.

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

6. REPORTS:

6.A. President's Report

1) Proclamations

Trustee Green read the following proclamation:

Motion by Trustee Mills, seconded by Trustee Stanton, to concur with the proclamation proclaiming Sunday, March 3, 2013 as Kathy Dagian-Stanton Day. Voice vote taken. All ayes. Motion carried.

Mrs. Dagian-Stanton accepted her proclamation and was congratulated by the Board.

Motion by Trustee Kincaid, seconded by Trustee Mills, to accept the appointment of Ross Morizzo to the Commission for Senior Citizens. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to accept the appointment of Annu Khot to the 4th of July Commission and the Sister Cities Commission. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to accept the appointment of the Deborah Willis to the Cultural Awareness Commission. Voice vote taken. All ayes. Motion carried.

Mayor McLeod stated that he attended a funeral for longtime resident John F. Tompkins, a NWMC meeting, the Senior Commissions Valentine's Day luncheon, a 4th of July meeting, a wake for another longtime resident Ed Rush, Boy Scout Troop 399 Blue & Gold Banquet and had Boy Scout Troop 397 visit this evening.

6.B. Trustee Comments

Trustee Stanton stated that he attended the grand opening of Tiger Koo, the Blue & Gold Banquet for Boy Scout Pack 290, the DARE graduation at Timber Trails School, he thanked the Commission for Senior Citizens for their successful Valentine's Day luncheon and wished Trustee Green a Happy Birthday.

Trustee Kincaid stated that he attended the Senior Commissions Valentine's Day luncheon, he read a letter that he received from a police officer and asked for clarification.

Mr. Norris responded that he wished Trustee Kincaid would have brought this to his attention earlier and that since this is personnel issue, he wouldn't discuss it at an open meeting.

Trustee Kincaid continued by stating that he also attended a Palatine Township Senior Gala.

Trustee Mills wished Trustee Green a Happy Birthday, complimented the police department on the use of the reverse 911 system to locate a disabled citizen, stated that she attended the Senior Commissions Valentine's Day luncheon, the Flexible Transit Service Operations Plan Open House and a Chamber Government Relations meeting.

Trustee Newell wished Trustee Green a Happy Birthday and stated that she attended the ribbon cutting of Tiger Koo.

Trustee Green stated that she attended the 4th of July meeting and thanked everyone for their Birthday wishes.

6.C. Village Manager's Report

Mr. Norris had no comment.

6.D. Village Clerk's Report

The Village Clerk reminded everyone that early voting for the Palatine Township primary is currently being held at the Palatine Village Hall, 200 East Wood Street, Monday-Saturday 9-5 and Sunday 9-3.

6.E. Treasurer's Report

Motion by Trustee Stanton, seconded by Trustee Mills, to approve Item 6.E.

Mrs. Musiala stated that during the month of January 2013 cash receipts and transfers-in exceeded cash disbursements and transfers-out for the operating funds by \$1,099,409. After including these receipts and disbursements, the balance of cash and investments for the operating funds is \$21.3 million. For all of the

Village funds, cash receipts and transfers-in exceeded cash disbursements and transfers-out by \$43,244,779, primarily due to gains of sales in investments in the Fire Pension Fund by the new investment managers. Overall, the total for cash and investments for all funds increased to \$162.1 million.

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

6.F. Committee Reports

Public Works & Utilities

Trustee Newell stated that they would be meeting to request approval for the Historical Sites Commission to proceed with 2013 budgeted activities and events, in an amount not to exceed \$1,250; request authorization to extend 2011 contract for 2013 Parkway Tree Planting Program to St. Aubin Nursery, Kirkland, IL (low qualifying bid), in an amount not to exceed \$134,250; request authorization to extend 2012 contract for 2013 season landscape maintenance services for Village owned sites, state rights-of-way, detention areas and park type properties to Alaniz Group, Elgin, IL (low qualifying bid), in an amount not to exceed \$109,650; request authorization to extend 2011 contract for 2013 weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low qualifying bid), in an amount not to exceed \$13,720; request authorization to extend contract for 2011 contract for 2013 Water and Sewer Concrete Site Restoration to Strada Construction Co., Addison, IL (low qualifying bid), at a unit price of \$8.47 per square foot for sidewalk, \$33.00 per lineal foot for curb and \$73.00 per square yard for driveway apron replacements, in an amount not to exceed \$48,700; request authorization to award contract for purchase of fifteen (15) complete fire hydrants (Bid Opening 2/12/13); request authorization to award contract for 2013 Water/Sewer Parkway Landscape Restoration (Bid Opening 2/12/13); request authorization to award contract for engineering services (proposals under review) for the Bode Rd. water main replacement, request acceptance of the Department of Public Works and Department of Development Services for the Transportation and Engineering Division Monthly Reports.

Finance

Trustee Newell stated that they would be meeting to request authorization to award an entertainment contract to William Morris Endeavor Entertainment, LLC, Beverly Hills, California for the musical group .38 Special in an amount not to exceed \$34,000 to perform at the 2013 Northwest Fourth-Fest, request acceptance of Finance Department, Information Systems Department and Sears Centre Arena Monthly Reports.

Public Health & Safety

Trustee Green stated that they would be meeting to request authorization for a one year extension to the Police Emergency Vehicle Equipment installation/Changeover Contract; request authorization for Mobile Radio installation for the new Northwest Central Dispatch Radio System in an amount not to exceed \$28,335.00; request acceptance of Police Department, Health & Human Services, Emergency Management Coordinator and Fire Department Monthly Reports.

7. ADDITIONAL BUSINESS:

Motion by Trustee Mills, seconded by Trustee Green, to approve Item 7.A.

7.A. Request Board authorization to award contract for the 2013 Northwest Fourth-Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, IN, in an amount not to exceed \$39,000 with amendment to contract to include performance guarantee.

Discussion

Trustee Kincaid remarked that it was at a Committee meeting where he asked that this item go back to the 4th of July Commission. He asked that he be given more time to review the item.

Mayor McLeod responded that there are only two companies that can provide a show of our size and the 4th of July Commission has recommended one of them.

Trustee Mills stated that the contract now includes the two conditions that were a concern to them.

Roll Call:

Aye: Green, Newell, Stanton, Mills

Nay: Kincaid

Mayor McLeod voted aye.

Motion carried.

8. ADJOURNMENT:

Motion by Trustee Mills, seconded by Trustee Green, to adjourn the meeting into Executive Session to discuss Litigation (5 ILCS 120/2-(c)-(11) & Collective Bargaining (5 ILCS 120/2-(c)-(2)).

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Green, to adjourn the meeting. Voice vote taken. All ayes.
Motion carried. Time: 8:08 p.m.

Roll Call:

Aye: Green, Newell, Stanton, Mills, Kincaid

Nay:

Mayor McLeod voted aye.

Motion carried.

Bev Romanoff
Village Clerk

Date Approved

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

MEETING: SPECIAL HOFFMAN ESTATES VILLAGE BOARD
DATE: FEBRUARY 25, 2013
PLACE: COUNCIL CHAMBERS
MUNICIPAL BUILDING COMPLEX
1900 HASSELL ROAD
HOFFMAN ESTATES, ILLINOIS

1. CALL TO ORDER:

Village President William McLeod called the meeting to order at 7:24 p.m. The Village Clerk called the roll. Trustees present: Anna Newell, Gary Stanton, Karen Mills, Ray Kincaid and Jackie Green.

Gary Pilafas was absent.

A quorum was present.

ADMINISTRATIVE PERSONNEL PRESENT:

J. Norris, Village Manager
D. O'Malley, Deputy Village Manager
A. Janura, Corporation Counsel
P. Cross, Asst. Corporation Counsel
M. Koplin, Development Services Director
M. Hish, Police Chief
B. Gorvett, Fire Chief
J. Nebel, Public Works Director
A. Garner, H&HS Director
R. Musiala, Asst. Finance Director
B. Anderson, CATV Coordinator
N. Collins, Emergency Management Coordinator
B. Gibbs, GM Sears Centre Arena
Y. Ahmed, Levy Food Services

2. CONSENT AGENDA/OMNIBUS VOTE:

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 2.A.

2.A. Approval of Agenda

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to approve Item 2.B.

2.B. Request Board approval of Ordinance No. 4356-2013 amending Article 8-6, Health and Care Facilities, of the Hoffman Estates Municipal Code (Children's Hospital).

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

3. PLANNING AND ZONING COMMISSION REPORT (Chairperson Combs):

Motion by Trustee Mills, seconded by Trustee Newell, to concur with the Planning & Zoning Commission and approve the petitioners' request.

3.A. Request by Richard Steinhaus Trust 7-24-1997 d/b/a. Heritage Plumbing (Owner) for a text amendment to Chapter 9 (Zoning Code) of the Hoffman Estates Municipal Code regarding special uses in the M-1 Zoning District.

Discussion

Trustee Kincaid asked if there was a timeframe on how long the special use would be in effect.

Mr. Norris replied that the use is related to Heritage Plumbing, so it would remain in use as long as Heritage Plumbing is the owner.

Mr. Koplin stated that this item allows any property owner in a M-2 Zoning District to request a special use.

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Newell, to concur with the Planning & Zoning Commission and approve the petitioners' request.

3.B. Request by Richard Steinhaus Trust 7-24-1997 d.b.a. Heritage Plumbing (Owner) and Boostin Performance (Applicant) for a special use under the Zoning Code to permit a specialty automobile repair business on the property located at 2116 Stonington Avenue, with the following conditions:

1. No outdoor storage of materials is granted with this approval. Should the petitioner wish to utilize outdoor storage in the future, they shall be required to secure Village approval, which may include site plan amendment review.

2. All vehicles parked on the site being serviced by the petitioner's business shall be properly licensed and operational and not in any state of disassembly and shall be parked in legally striped parking spaces.

3. As proposed by the petitioner, all customer parking shall occur in the front parking areas and no signs shall be installed directing customers to the rear entrances. In accordance with the zoning ordinance, no signs shall be installed on the rear of the building.

4. The special use is approved specifically based on the application materials and description of this use as a specialty automotive performance business. The use may include some incidental auto repair activity; however, the petitioner acknowledges that this specialty auto business is not heavily dependent on pass by traffic or visibility and therefore signage allowed as per code will be sufficient.

Discussion

Trustee Kincaid asked if the triple drain basin has already been installed.

Jim Helfrich, owner Heritage Plumbing, replied that yes they have been.

Trustee Kincaid asked if there was a time frame to this special use.

Mr. Norris replied that as long as Boostin Performance remains at that address with that name, the special use is there.

Trustee Stanton asked if they only work on Mitsubishi automobiles.

Kristin Schultz, Boostin Performance, replied that yes they only service Mitsubishi autos, that they do automotive repairs but that the majority of their work is performance related.

Trustee Kincaid asked if the property south of 2116 Stonington Avenue, 2060 Stonington Avenue, was the same owner.

Mr. Koplin replied no.

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

4. ADDITIONAL BUSINESS:

Motion by Trustee Mills, seconded by Trustee Stanton, to approve item 4.A.

4.A. Request Board approval of Ordinance No. 4357-2013 amending Section 9-9-1-C of the Hoffman Estates Municipal code (special uses in the M-1 Zoning District).

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

Motion by Trustee Mills, seconded by Trustee Stanton, to approve item 4.B.

4.B. Request Board approval of Ordinance No. 4358-2013 granting a special use to Richard Steinhaus Trust 7-24-1997 d/b/a Heritage Plumbing (Owner) and Boostin Performance (Applicant), 2116 Stonington Avenue, Hoffman Estates.

Roll Call:

Aye: Newell, Stanton, Mills, Kincaid, Green

Nay:

Mayor McLeod voted aye.

Motion carried.

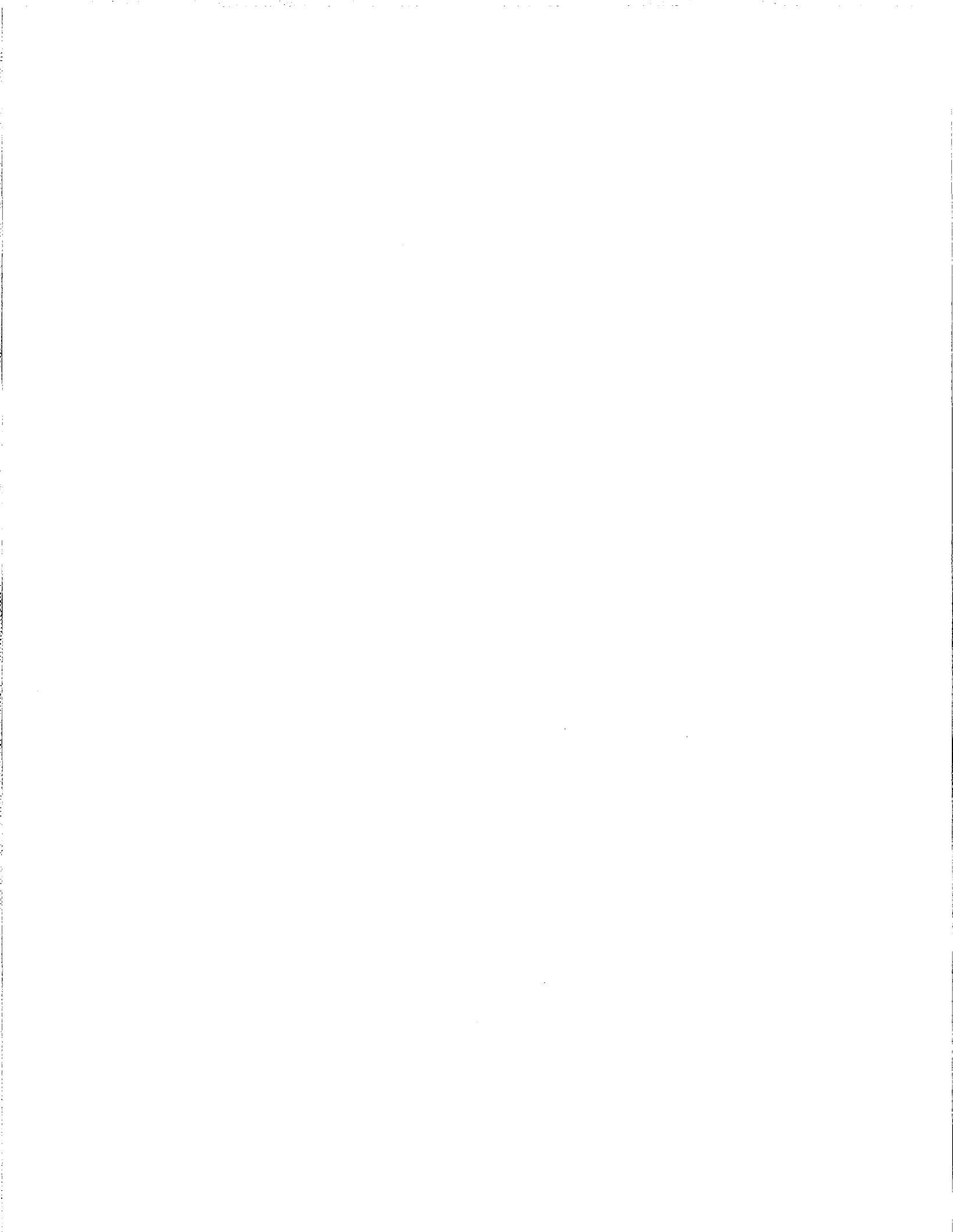
5. ADJOURNMENT:

Motion by Trustee Mills, seconded by Trustee Newell, to adjourn the meeting. Voice vote taken. All ayes.

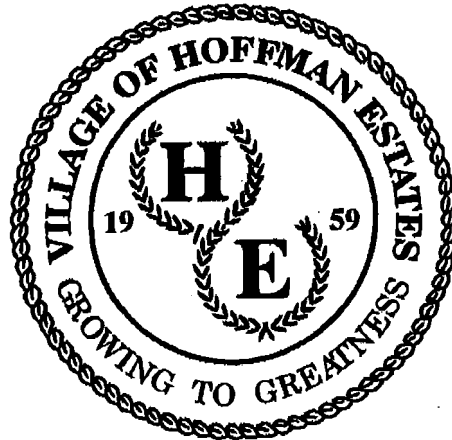
Motion carried. Time: 7:38 p.m.

Bev Romanoff
Village Clerk

Date Approved



**CONSENT AGENDA/
OMNIBUS VOTE**



BILL LIST SUMMARY

BILL LIST AS OF 03/04/2013	\$ 293,823.11
MANUAL CHECK REGISTER	\$ 1,173,891.68
WIRE TRANSFERS 1/1/13 TO 1/31/13	\$ 1,085,536.19
PAYROLL 02/22/2013	\$ <u>1,163,608.33</u>
TOTAL	\$ 3,716,859.31

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
01 0301	13	DEDICATED GRAPHICS, INC	10,000 VILLAGE OF HOFFMAN	\$924.66
01 0301	13	DEDICATED GRAPHICS, INC	SHIPPING	\$75.00
01 0301	13	MASTER-BREW BEVERAGES, INC.	COFFEE SUPPLIES	\$255.50
01 0302	13	BRETT EQUIPMENT CORP.	STOCK SUPPLY PARTS	\$105.38
01 0302	13	BRISTOL HOSE & FITTING	STOCK REPAIR PARTS	\$1,269.06
01 0302	13	CARQUEST AUTO PARTS	RTN VEHICLE PARTS	(\$183.57)
01 0302	13	CARQUEST AUTO PARTS	RTN VEHICLE REPAIR PARTS	(\$2.71)
01 0302	13	CARQUEST AUTO PARTS	STOCK SUPPLY PARTS	\$129.09
01 0302	13	CARQUEST AUTO PARTS	VEHICLE REPAIR PARTS	\$129.89
01 0302	13	CATCHING FLUIDPOWER INC	REPAIR PARTS	\$96.18
01 0302	13	CATCHING FLUIDPOWER INC	STOCK SUPPLY PARTS	\$133.55
01 0302	13	CHICAGO INTERNATIONAL TRUCKS, LLC	AUTO REPAIR PARTS	\$29.46
01 0302	13	CHICAGO INTERNATIONAL TRUCKS, LLC	STOCK SUPPLY PARTS	\$40.17
01 0302	13	CHICAGO INTERNATIONAL TRUCKS, LLC	VEHICLE REPAIR PARTS	\$199.96
01 0302	13	EVEREST EMERGENCY VEHICLES	AUTO REPAIR PARTS	\$29.32
01 0302	13	HIGH PSI LTD	REPAIR PARTS	\$158.78
01 0302	13	INLAND POWER GROUP	STOCK SUPPLY PARTS	\$283.26
01 0302	13	KUSSMAUL ELECTRONICS CO., INC.	STOCK SUPPLY PARTS	\$31.11
01 0302	13	LEACH ENTERPRISES INC	REPAIR PARTS	\$6.08
01 0302	13	LEACH ENTERPRISES INC	STOCK REPAIR PARTS	\$302.11
01 0302	13	MONROE TRUCK EQUIPMENT	AUTO REPAIR PARTS	\$365.52
01 0302	13	O'REILLY AUTO PARTS	AUTO REPAIR PARTS	\$107.98
01 0302	13	O'REILLY AUTO PARTS	VEHICLE REPAIR PARTS	\$39.84
01 0302	13	POMP'S TIRE	VEHICLE REPAIR PARTS	\$1,073.28
01 0302	13	SPRING HILL FORD	STOCK SUPPLY PARTS	\$11.14
01 0302	13	STANDARD EQUIPMENT CO	FILTER ELEMENT	\$93.35
01 0302	13	WHOLESALE DIRECT INC	REPAIR PARTS	\$141.60
01 0303	13	CHICAGO OFFICE TECHNOLOGY GROUP	AUTO REPAIR PARTS	\$461.75
01 1222	13	AFLAC	DED:1027 AFLAC-INS	\$3,974.26
01 1223	13	AFLAC	DED:2027 AFL-AF TAX	\$753.50
01 1445	13	NICK CONFIO	OVERPMT #1076716	\$5.00
01 1445	13	REALTY SERVICE OF ILLINOIS	OVERPMT #1025411/160440	\$55.00
01 1445	13	ROUNDY'S SUPERMARKETS INC.	RTN DOUBLE PYMT	\$8,326.52
TOTAL GENERAL ASSETS & LIABILITIES				\$19,421.02
01000011 3202	13	V-SQUARE THERAPY SOLUTIONS LLC	OVER PYMT BUSINESS LIC.	\$12.50
01000013 3405	13	VINCENT BERTUCA	OVERPMT #1076366	\$15.00
01000013 3453	13	RICHARD HERNET	ENERGY ASSESMENT	\$25.00
TOTAL GENERAL REVENUE ACCOUNTS				\$52.50
01101123 4402	13	THE FINER LINE	NAMEPLATE	\$22.80
TOTAL LEGISLATIVE				\$22.80
01101223 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$55.57
TOTAL ADMINISTRATIVE				\$55.57
01101324 4567	13	ARNSTEIN & LEHR LLP	PROF LEGAL FEES	\$663.20
01101324 4567	13	ARNSTEIN & LEHR LLP	PROF LEGAL SERVICES	\$6,004.00

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
01101324 4567	13	ARNSTEIN & LEHR LLP	PROF SERVICES	\$140.00
01101324 4567	13	KLEIN, THORPE, & JENKINS LTD	PROF SERVICES	\$1,148.00
TOTAL LEGAL				\$7,955.20
01101423 4401	13	UPS SHIPPING CHARGES	SHIPPING	\$13.48
01101424 4542	13	TREASURY MANAGEMENT SERVICES	MGT SERVICES	\$47.00
TOTAL FINANCE				\$60.48
01101523 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$55.99
01101523 4403	13	STAPLES	OFFICE SUPPLIES	\$126.54
01101523 4403	13	THE FINER LINE	CORPORATE SEALS	\$234.83
TOTAL VILLAGE CLERK				\$417.36
01101623 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$61.50
01101624 4507	13	DISCOVERY BENEFITS	FSA- MONTHLY	\$651.70
01101624 4579	13	ALEXIAN BROTHERS CORPORATE HEALTH	EMPLOYEE DRUG SCREEN	\$144.00
TOTAL HUMAN RESOURCES				\$857.20
01102524 4507	13	VISION INTERNET PROVIDERS INC	MONTHLY WEB HOSTING	\$200.00
TOTAL COMMUNICATIONS				\$200.00
01106223 4414	13	DATA MEDIA PRODUCTS, INC.	IPCGFW/WHT CD PAPER SLEEV	\$21.00
01106223 4414	13	DATA MEDIA PRODUCTS, INC.	MAXWELL MX 638032 (DVD-R	\$175.00
01106223 4414	13	DATA MEDIA PRODUCTS, INC.	PAAYDVM63PQUS PANASONIC D	\$354.00
01106223 4414	13	DATA MEDIA PRODUCTS, INC.	SHIPPING	\$24.68
TOTAL CABLE TELEVISION				\$544.68
GENERAL GOVERNMENT				\$10,143.29
01201223 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$48.96
01201223 4402	13	OFFICE DEPOT	RTN OFFICE SUPPLIES	(\$29.79)
01201223 4402	13	OFFICE DEPOT	SUPPLIES & PAPER POLICE	\$260.69
01201223 4417	13	MCDONALDS BEAR ESTATES #1, LLC	PRISONER MEALS	\$291.06
01201223 4422	13	VICTOR E. PUSCAS JR	PROF SERVI - TOW HEARING	\$331.00
01201224 4507	13	AFTERMATH INC	BIOHAZARD	\$190.00
01201224 4507	13	CHERYL AXLEY	PROF SERVICES - ADJ	\$900.00
TOTAL ADMINISTRATIVE				\$1,991.02
01202123 4407	13	GIL HEBARD GUNS	AMMO	\$1,355.95
01202123 4407	13	RAY O'HERRON CO	AMMO	\$1,680.00
01202124 4507	13	ALEXIAN BROTHERS CORPORATE HEALTH	EMP PHYSICAL	\$78.00
01202124 4507	13	ALEXIAN BROTHERS CORPORATE HEALTH	LEAD LEVEL	\$35.00
01202124 4542	13	SUBURBAN ACCENTS INC	GRAPHICS	\$1,100.00
TOTAL PATROL & RESPONSE				\$4,248.95
01202323 4414	13	OFFICE DEPOT	OFFICE SUPPLIES	\$27.64
TOTAL INVESTIGATIONS				\$27.64
01202423 4414	13	OFFICE DEPOT	OFFICE SUPPLIES	\$71.80
TOTAL COMMUNITY RELATIONS				\$71.80
POLICE				\$6,340.31
01301223 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$90.82

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
TOTAL ADMINISTRATIVE				\$9,018.29
01303122	4304.16	13	MUNICIPAL EMERGENCY SERVICES	MEDICAL SUPPLIES \$2,271.44
01303123	4414	13	MASTER-BREW BEVERAGES, INC.	COFFEE SUPPLIES \$118.60
01303124	4510.13	13	ARLINGTON POWER EQUIPMENT	LABOR AND REPAIRS \$30.78
01303124	4515.10	13	RENEWED PERFORMANCE, INC.	REPAIR TANK ENG 24 \$390.00
01303124	4542	13	LEAF	COPIER SERVICE \$252.97
01303124	4542.13	13	FOX VALLEY FIRE & SAFETY	RECHARGE \$73.50
TOTAL SUPPRESSION				\$400.00
01303222	4301	13	PAUL PACIFIC	EMS SYS LICENSING \$400.00
TOTAL EMERGENCY/MEDICAL SERVICES				\$400.00
01303324	4507	13	AT & T	FIRE DEPT \$118.43
01303324	4507	13	CHGO METRO.FIRE PREVENTION CO	RADIO REPAIR \$55.00
01303324	4507	13	TYCO INTEGRATED SECURITY	SECURITY \$225.50
TOTAL PREVENTION				\$398.93
FIRE				\$3,667.04
01401223	4402	13	OFFICE DEPOT	OFFICE SUPPLIES \$150.91
TOTAL ADMINISTRATIVE				\$150.91
01404123	4409	13	MORTON INTERNATIONAL INC	TONS OF ROCK SALT AS MORE \$21,262.32
01404123	4410	13	O'REILLY AUTO PARTS	VEHICLE REPAIR PARTS \$199.98
01404123	4410	13	SICALCO LTD	LIQUID CALCIUM CHLORIDE \$2,411.33
01404124	4509	13	IL TRUCK & EQUIP RENTALS	WHEEL LOADER/CARRIER \$2,750.00
TOTAL SNOW/ICE REMOVAL				\$20,623.63
01404222	4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM \$128.50
01404224	4521	13	HEALY ASPHALT CO., LLC.	ROAD MATERIAL \$742.40
TOTAL PAVEMENT MAINTENANCE				\$870.90
01404322	4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM \$160.00
01404323	4414	13	MENARDS - HNVK PARK	VARIOUS SUPPLIES \$133.37
01404324	4510	13	JOE'S GARAGE	SHARPEN CHAIN SAW \$217.00
TOTAL FORESTRY				\$510.37
01404422	4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM \$60.00
01404423	4408	13	JOHNSTONE SUPPLY	CORE REMOVAL TOOL \$74.85
01404423	4408	13	JOHNSTONE SUPPLY	CREDIT (\$45.54)
01404423	4414	13	FLAGS USA	IL FLAG \$102.00
01404424	4502	13	COMMONWEALTH EDISON	1900 HASSELL ELEC \$8,529.63
01404424	4503	13	NICOR GAS	411 W HIGGINS \$7,992.69
01404424	4507	13	MC CLOUD SERVICES	PEST MANAGEMENT \$90.00
01404424	4509	13	LECHNER AND SONS UNIFORM RENTAL	MONTHLY RENTAL SUPPLIES \$37.82
01404424	4509	13	LECHNER AND SONS UNIFORM RENTAL	UNIFORM CHG \$37.82
01404424	4510	13	AMERICAN DOOR AND DOCK	LABOR AND REPAIRS \$1,118.52
01404424	4510	13	ARRIGO ENTERPRISES, INC.	MATERIAL AND LABOR \$1,674.50
01404424	4510	13	FOX VALLEY FIRE & SAFETY	FIRE ALARM REPAIR/BATTERY \$338.00
01404424	4510	13	GRAINGER INC	REPAIR PARTS \$203.47
01404424	4510	13	GRAYBAR ELECTRIC CO INC	CREDIT (\$72.08)
01404424	4510	13	GRAYBAR ELECTRIC CO INC	ELECTRIC LIGHTING LAMP \$514.68
01404424	4510	13	HERITAGE-CRYSTAL CLEAN	LIQUID/SOLIDS PICKUP \$694.85
01404424	4516	13	TOTAL FACILITY MAINTENANCE, INC.	VILLAGE HALL \$2,840.00

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
01404424 4517	13	TOTAL FACILITY MAINTENANCE, INC.	2305 PEMBROKE	\$1,050.00
01404424 4518	13	GRAINGER INC	CREDIT	(\$257.76)
01404424 4518	13	GRAINGER INC	REPAIR PARTS	\$329.52
01404424 4518	13	HERITAGE-CRYSTAL CLEAN	LIQUID/SOLID PICK UP	\$1,250.40
01404424 4520	13	TOTAL FACILITY MAINTENANCE, INC.	2305 PEMBROKE	\$1,300.00
TOTAL FACILITIES				\$27,868.17
01404522 4304	13	LECHNER AND SONS UNIFORM RENTAL	MONTHLY RENTAL SUPPLIES	\$59.74
01404522 4304	13	LECHNER AND SONS UNIFORM RENTAL	UNIFORM CHG	\$35.74
01404523 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$25.32
01404523 4411	13	PALATINE OIL CO., INC	FUEL	\$26,447.43
01404523 4414	13	CARQUEST AUTO PARTS	VEHICLE REPAIR PARTS	\$26.81
01404523 4414	13	MENARDS - HNVK PARK	REPAIR PARTS	\$45.86
01404523 4414	13	O'REILLY AUTO PARTS	VEHICLE REPAIR PARTS	\$4.99
01404523 4414	13	SERVICE COMPONENTS	VEHICLE REPAIR PARTS	\$380.32
01404524 4510	13	AIRGAS USA, LLC	MEDICAL SUPPLIES	\$114.74
01404524 4513	13	BOB ROHRMAN'S SCHAUMBURG FORD	VEHICLE REPAIR PARTS	\$340.46
01404524 4513	13	INTERSTATE BATTERY SYSTEMS	VEHICLE BATTERIES	\$101.95
01404524 4513	13	O'REILLY AUTO PARTS	VEHICLE REPAIR PARTS	\$7.00
01404524 4513	13	SPRING HILL FORD	CREDIT	(\$100.00)
01404524 4513	13	SPRING HILL FORD	VEHICLE REPAIR PARTS	\$610.10
01404524 4514	13	FOSTER COACH SALES INC	REPAIR PARTS	\$58.68
01404524 4514	13	KAMMES AUTO & TRUCK REPAIR INC	MED SUPPLIES	\$120.00
01404524 4514	13	O'REILLY AUTO PARTS	AUTO REPAIR PARTS	\$14.39
01404524 4533	13	CARQUEST AUTO PARTS	AUTO REPAIR PARTS	\$219.94
01404524 4534	13	BRETT EQUIPMENT CORP.	REPAIR PARTS	\$56.40
01404524 4534	13	CARQUEST AUTO PARTS	AUTO REPAIR PARTS	\$26.69
01404524 4534	13	CHICAGO INTERNATIONAL TRUCKS, LLC	AUTO REPAIR PARTS	\$48.14
01404524 4534	13	CHICAGO INTERNATIONAL TRUCKS, LLC	CREDIT	(\$347.15)
01404524 4534	13	CHICAGO INTERNATIONAL TRUCKS, LLC	VEHICLE REPAIR PARTS	\$3,005.92
01404524 4534	13	INTERSTATE BATTERY SYSTEMS	REPAIR PARTS	\$14.99
01404524 4534	13	INTERSTATE BATTERY SYSTEMS	VEHICLE BATTERIES	\$203.90
01404524 4534	13	KAMMES AUTO & TRUCK REPAIR INC	MED SUPPLIES	\$150.00
01404524 4534	13	O'REILLY AUTO PARTS	AUTO REPAIR PARTS	\$52.00
01404524 4534	13	O'REILLY AUTO PARTS	CREDIT	(\$31.29)
01404524 4534	13	SPRING HILL FORD	AUTO REPAIR PARTS	\$108.77
01404524 4536	13	SPRING HILL FORD	AUTO REPAIR PARTS	\$14.58
01404525 4602	13	K & K SALES & SERVICES, INC.	RANGER RS500 PARTS WASHER	\$3,285.00
TOTAL FLEET SERVICES				\$35,101.42
01404622 4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM	\$43.50
01404624 4519	13	THE STANDARD COMPANIES	WIPERS	\$163.30
TOTAL F.A.S.T.				\$206.80
01404722 4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM	\$72.00
TOTAL STORM SEWERS				\$72.00
01404822 4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM	\$117.00
01404823 4414	13	BATTERIES PLUS	BATTERIES	\$30.76

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
01404823 4414	13	MCMASTER CARR SUPPLY CO	REPAIR PARTS	\$98.64
01404823 4414	13	SIGN OUTLET STORE	REFLECTIVE SIGNS	\$400.00
01404823 4414	13	SIGN OUTLET STORE	REPAIR PARTS	\$224.91
01404824 4502	13	COMMONWEALTH EDISON	ELECTRIC	\$255.47
01404824 4502	13	CONSTELLATION NEW ENERGY INC	ELECTRIC	\$32.84
01404824 4542	13	MIDWEST FENCE CORP.	GUARDRAIL REPAIR	\$1,600.00
01404824 4544	13	CORE PRODUCTS	100' ROLL .3/4" X .030 X	\$832.00
01404824 4544	13	CORE PRODUCTS	110/BOX STAINLESS STEEL S	\$78.00
01404824 4544	13	HALL SIGNS	48" CANTILEVER BRACKET. (\$446.70
01404824 4544	13	U S STANDARD SIGN CO	.080 X 24" W X 24" H SQUA	\$415.50
01404824 4544	13	U S STANDARD SIGN CO	.080 X 24" W X 30" H RECT	\$832.10
01404824 4544	13	U S STANDARD SIGN CO	.080 X 24" W X 36" H RECT	\$124.60
01404824 4544	13	U S STANDARD SIGN CO	.080 X 36" W X 18" H RECT	\$93.60
01404824 4544	13	U S STANDARD SIGN CO	.080 X 36" W X 36" H SQUA	\$217.30
01404824 4544	13	U S STANDARD SIGN CO	.080 X 48" W X 12" H RECT	\$175.10
01404824 4544	13	U S STANDARD SIGN CO	.080 X 48" W X 36" H RECT	\$249.40
01404824 4544	13	U S STANDARD SIGN CO	.080 X 60" W X 24" H RECT	\$519.50
01404824 4544	13	U S STANDARD SIGN CO	.080 X 60" W X 30" H RECT	\$280.80
01404824 4544	13	U S STANDARD SIGN CO	.080 X 72" W X 36" H RECT	\$404.20
TOTAL TRAFFIC CONTROL				\$7,428.42
PUBLIC WORKS				\$98,827.62
01501223 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$69.64
TOTAL ADMINISTRATIVE				\$69.64
01505023 4403	13	THE SIDWELL CO.	COOK COUNTY ATLAS	\$118.40
01505024 4546	13	PADDOCK PUBLICATIONS, INC.	PUBLIC HEARING NOTICES	\$24.75
TOTAL PLANNING				\$143.15
01505122 4301	13	IACE	QRT MEETING/TRAINING	\$105.00
01505123 4404	13	INTERNATIONAL CODE COUNCIL, INC	PUBLICATION	\$28.75
01505124 4507	13	THOMPSON ELEVATOR INSPECTION INC	10 ELEVATOR INSPECTS	\$380.00
01505124 4507	13	THOMPSON ELEVATOR INSPECTION INC	ELEVATOR PLAN VIEW	\$150.00
01505124 4545	13	BILL CHLEBIK	REIM FOR SAFETY SHOES	\$49.58
01505124 4545	13	JEFF MATTES	SAFETY SHOES REIM	\$50.00
01505124 4545	13	KALE UNIFORMS INC	SAFETY WEAR	\$434.99
TOTAL CODE ENFORCEMENT				\$1,198.92
01505222 4303	13	AMERICAN PUBLIC WORKS ASSOC	ANNUAL MEMBERSHIP DUES	\$184.00
01505223 4403	13	B & L BLUEPRINT, INC	PRINTING SERVICES	\$84.68
01505224 4542	13	AMERICAN CHARGE SERVICE	36 TRIPS TOTAL	\$180.00
01505224 4542	13	AMERICAN CHARGE SERVICE	53 TAXI TRIPS	\$265.00
01505224 4542	13	PACE SUBURBAN BUS SERVICE	ROUTE 554 SERVICE	\$1,306.67
TOTAL TRANSPORTATION AND ENGINEERING				\$2,020.35
01505922 4301	13	GARY SKOOG	REIM FOR IEDC CONF	\$237.00
01505922 4301	13	LAW BULLETIN PUBLISHING CO	REAL ESTATE DIRECTORY	\$100.00
TOTAL ECONOMIC DEVELOPMENT				\$337.00
DEVELOPMENT SERVICES				\$3,768.46
01556522 4303	13	APPIC 2013 DUES	ANNUAL DUES ASSESS. FEE	\$565.00
01556524 4507	13	ELMHURST MEMORIAL	CONSULTATION	\$150.00

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
HEALTH & HUMAN SERVICES				\$715.00
01605824 4573	13	PARTY CENTRAL	TABLE/CHAIR RENTAL	\$336.50
TOTAL MISCELLANEOUS B.C.C.				\$336.50
BOARDS & COMMISSIONS				\$336.50
TOTAL GENERAL FUND				\$143,271.74
06300024 4515	13	CARQUEST AUTO PARTS	AUTO REPAIR PARTS	\$7.11
06300024 4515	13	CHICAGO INTERNATIONAL TRUCKS, LLC	AUTO REPAIR PARTS	\$136.96
06300024 4515	13	FOSTER COACH SALES INC	DOOR REPAIR PARTS	\$58.48
TOTAL FIRE				\$202,155
06400024 4509	13	IL TRUCK & EQUIP RENTALS	WHEEL LOADER/CARRIER	\$2,750.00
06400024 4513	13	BOB ROHRMAN'S SCHAUMBURG FORD	AUTO REPAIR PARTS	\$156.22
06400024 4513	13	O'REILLY AUTO PARTS	AUTO REPAIR PARTS	\$75.00
TOTAL PUBLIC WORKS				\$2,981.22
06750024 4542	13	ARNSTEIN & LEHR LLP	PROF SERVICES	\$288.00
06750024 4542	13	GOVTEMPSUSA LLC	EDA REPORTING	\$591.50
TOTAL ADMINISTRATION				\$879,150
TOTAL EDA ADMINISTRATION FUND				\$4,063.27
08200824 4539	13	AL PIEMONTE DUNDEE CHEVROLET INC	AUTO REPAIR PARTS	\$11.66
08200824 4539	13	BOB ROHRMAN'S SCHAUMBURG FORD	VEHICLE REPAIR PARTS	\$44.33
08200824 4539	13	CARQUEST AUTO PARTS	AUTO REPAIR PARTS	\$2.30
08200824 4539	13	ELGIN SUPER AUTO PARTS INC	AUTO REPAIR PARTS	\$55.00
08200824 4539	13	FIRESTONE TRUCK & SERVICE CENTER	AUTO REPAIR PARTS	\$142.04
08200824 4539	13	FIRESTONE TRUCK & SERVICE CENTER	CREDIT	(\$12.68)
08200824 4539	13	O'REILLY AUTO PARTS	AUTO REPAIR PARTS	\$27.08
TOTAL FEDERAL ASSET SEIZURE				\$269.73
TOTAL ASSET SEIZURE FUND				\$269.73
36000025 4610	13	CRAWFORD, MURPHY & TILLY, INC	BAR RD INTERCHG	\$100,320.80
TOTAL CAPITAL IMPROVEMENTS FUND				\$100,320.80
40400013 3425	13	APOLLO MANAGEMENT	OVERPMT WATERBILL	\$1,226.00
40400013 3425	13	KELLER WILLIAMS REALTY	OVERPMT WATER BILL	\$8.55
TOTAL WATER REFUND				\$1,234.55
40406722 4304	13	R&R INDUSTRIES	T SHIRTS ALL WITH CUSTOM	\$355.50
40406723 4402	13	OFFICE DEPOT	OFFICE SUPPLIES	\$150.92
40406723 4408	13	RADIO SHACK	REPAIR PARTS	\$39.98
40406723 4408	13	USA BLUE BOOK	VALVE BOX CLEANER	\$269.10
40406723 4414	13	GRAINGER INC	REPAIR PARTS	\$36.95
40406723 4414	13	OFFICE DEPOT	OFFICE SUPPLIES	\$10.08
40406723 4414	13	USA BLUE BOOK	VARIOUS SUPPLIES	\$170.00
40406724 4501	13	SPRINT	PHONE SERVICES	\$97.98
40406724 4502	13	CONSTELLATION NEW ENERGY INC	ELECTRIC	\$8,836.71

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
40406724 4503	13	NICOR GAS	720 CHARLESTON	\$561.66
40406724 4507	13	M.E. SIMPSON CO., INC.	LEAK LOC SERVICE	\$645.00
40406724 4507	13	SUBURBAN LABORATORIES, INC.	COLIFORM	\$408.00
40406724 4510	13	M & M RADIO LAB	REPAIR METAL DETECTORS	\$602.70
40406724 4510	13	MENARDS - HNVR PARK	VARIOUS SUPPLIES	\$22.42
40406724 4526	13	FOX VALLEY FIRE & SAFETY	FIRE EXTINGUISHER SUPPLIES	\$447.35
40406724 4526	13	MENARDS - HNVR PARK	VARIOUS SUPPLIES	\$200.45
40406724 4526	13	THE STANDARD COMPANIES	WIPERS	\$163.30
40406724 4529	13	SERVICE COMPONENTS	REPAIR PARTS	\$44.89
40406724 4529	13	ZIEBELL WATER SERVICE	REPAIR PARTS	\$451.73
40406724 4545	13	FULLIFE SAFETY CENTER	SAFETY BOOTS & SUPPLIES	\$53.10
40406724 4585	13	BOB ROHRMAN'S SCHAUMBURG FORD	AUTO REPAIR PARTS	\$59.98
40406724 4585	13	BRISTOL HOSE & FITTING	REPAIR PARTS	\$247.37
40406724 4585	13	CARQUEST AUTO PARTS	AUTO REPAIR PARTS	\$45.31
40406724 4585	13	CARQUEST AUTO PARTS	VEHICLE REPAIR PARTS	\$20.99
40406724 4585	13	KAMMES AUTO & TRUCK REPAIR INC	MED SUPPLIES	\$179.00
40406724 4585	13	STANDARD EQUIPMENT CO	REPAIR PARTS	\$441.90
40406724 4585	13	WEST SIDE TRACTOR SALES	REPAIR PARTS	\$27.95
TOTAL WATER DIVISION				\$14,590.32
40406824 4502	13	CONSTELLATION NEW ENERGY INC	ELECTRIC	\$6,818.84
40406824 4525	13	A & A EQUIPMENT & SUPPLY CO.	LABOR AND PARTS	\$255.00
40406824 4530	13	BEVERLY MATERIALS, L.L.C.	CREDIT	(\$20.00)
40406824 4530	13	BEVERLY MATERIALS, L.L.C.	FILL MATERIAL	\$1,337.36
40406824 4530	13	BEVERLY MATERIALS, L.L.C.	SURFACE MATERIALS	\$167.60
40406825 4602	13	EJ EQUIPMENT	6" STEEL WHEELS FOR PVC T	\$1,518.84
40406825 4602	13	EJ EQUIPMENT	SHIPPING	\$20.00
40406825 4602	13	OFFICE DEPOT	OFFICE SUPPLIES	\$17.88
40406825 4608	13	BAXTER & WOODMAN, INC.	COMPLETE 2012 CRITICAL SA	\$1,814.70
TOTAL SEWER DIVISION				\$11,980.22
40407023 4403	13	ROTARY FORMS & SYSTEMS	10,000 - WATER & SEWER BI	\$720.08
TOTAL BILLING DIVISION				\$720.08
TOTAL WATERWORKS AND SEWERAGE FUND				\$28,475.17
41000010 3107	13	POPLAR CREEK COUNTRY CLUB	OVER PYMT FOOD & BEVE	\$154.15
TOTAL SEARS CENTRE OPERATING FUND				\$154.15
46 1101	13	MICHAEL BRADY	REIM FROM 105 SICK INCENT	\$1,995.00
TOTAL RISK RETENTION				\$1,995.00
TOTAL INSURANCE FUND				\$1,995.00
47008525 4619	13	INTIME SERVICES INC	REMOTE SERVICES	\$14,960.00
TOTAL OPERATIONS				\$14,960.00
TOTAL INFORMATION SYSTEMS FUND				\$14,960.00
62000024 4507	13	ARNSTEIN & LEHR LLP	PROF SERVICES	\$313.25

VILLAGE OF HOFFMAN ESTATES

March 4, 2013

ACCOUNT	YEAR	VENDOR	DESCRIPTION	AMOUNT
<i>TOTAL ROSELLE ROAD TIF FUND</i>				\$313.25
BILL LIST TOTAL				\$293,823.11

SUNGARD PUBLIC SECTOR
 DATE: 02/28/2013
 TIME: 10:20:12

VILLAGE OF HOFFMAN ESTATES
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
 ACCTPA21

SELECTION CRITERIA: transact.t_c='20' and transact.trans_date between '20130215 00:00:00. 0' and '20130228 00:00:00. 0'
 ACCOUNTING PERIOD: 2/13

FUND - 01 - GENERAL FUND							
CASH ACCT	CHECK NO	ISSUE DT	VENDOR	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
0102	83049 V	11/29/12 15108	FANNIE MAE	40	UB REFUND	0.00	-5.86
0102	84161	02/15/13 12802	LEAF	01202324	COPIER LEASING	0.00	238.69
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01303523	VARIOUS SUPPLIES	0.00	105.43
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01303223	FIRE DEPT FAN	0.00	903.00
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01404323	VARIOUS SUPPLIES	0.00	20.99
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01404424	VARIOUS SUPPLIES	0.00	96.31
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01404424	VARIOUS SUPPLIES	0.00	53.66
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01404523	VARIOUS SUPPLIES	0.00	323.00
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01404823	VARIOUS SUPPLIES	0.00	20.98
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	01505223	VARIOUS SUPPLIES	0.00	14.14
0102	84162	02/18/13 4065	THE HOME DEPOT #1904	40406723	VARIOUS SUPPLIES	0.00	155.85
TOTAL CHECK						0.00	1,693.36
0102	84163	02/18/13 2226	PETTY CASH	01101322	PETTY CASH	0.00	26.67
0102	84163	02/18/13 2226	PETTY CASH	01101324	PETTY CASH	0.00	4.00
0102	84163	02/18/13 2226	PETTY CASH	01101422	PETTY CASH	0.00	88.60
0102	84163	02/18/13 2226	PETTY CASH	01101522	PETTY CASH	0.00	65.82
0102	84163	02/18/13 2226	PETTY CASH	01	PETTY CASH	0.00	4.41
0102	84163	02/18/13 2226	PETTY CASH	01501222	PETTY CASH	0.00	21.00
0102	84163	02/18/13 2226	PETTY CASH	01505022	PETTY CASH	0.00	40.00
0102	84163	02/18/13 2226	PETTY CASH	01505122	PETTY CASH	0.00	50.00
0102	84163	02/18/13 2226	PETTY CASH	01505922	PETTY CASH	0.00	16.50
0102	84163	02/18/13 2226	PETTY CASH	01556522	PETTY CASH	0.00	23.17
0102	84163	02/18/13 2226	PETTY CASH	01556523	PETTY CASH	0.00	15.48
0102	84163	02/18/13 2226	PETTY CASH	01556524	PETTY CASH	0.00	28.90
0102	84163	02/18/13 2226	PETTY CASH	01605824	PETTY CASH	0.00	19.39
0102	84163	02/18/13 2226	PETTY CASH	01000016	PETTY CASH	0.00	5.00
TOTAL CHECK						0.00	408.94
0102	84164	02/19/13 14648	BETH M COLEN	40	RFD WATER 1060LANCAST	0.00	5.86
0102	84165	02/19/13 14550	CALL ONE	01404424	LANDLINES	0.00	404.95
0102	84165	02/19/13 14550	CALL ONE	01303324	LANDLINES	0.00	46.76
0102	84165	02/19/13 14550	CALL ONE	40406724	LANDLINES	0.00	23.26
0102	84165	02/19/13 14550	CALL ONE	01201224	LANDLINES	0.00	27.69
0102	84165	02/19/13 14550	CALL ONE	01556524	LANDLINES	0.00	23.26
0102	84165	02/19/13 14550	CALL ONE	01404424	LANDLINES	0.00	3,977.33
0102	84165	02/19/13 14550	CALL ONE	40406724	LANDLINES	0.00	-148.12
0102	84165	02/19/13 14550	CALL ONE	40406824	LANDLINES	0.00	-1,886.98
TOTAL CHECK						0.00	2,468.15
0102	84166	02/19/13 4496	VERIZON WIRELESS	01101624	WIRELESS SERVICES	0.00	120.40
0102	84166	02/19/13 4496	VERIZON WIRELESS	01102524	WIRELESS SERVICES	0.00	60.20
0102	84166	02/19/13 4496	VERIZON WIRELESS	01106224	WIRELESS SERVICES	0.00	69.08
0102	84166	02/19/13 4496	VERIZON WIRELESS	01207124	WIRELESS SERVICES	0.00	60.20
0102	84166	02/19/13 4496	VERIZON WIRELESS	01201224	WIRELESS SERVICES	0.00	902.84
0102	84166	02/19/13 4496	VERIZON WIRELESS	01301224	WIRELESS SERVICES	0.00	215.25
0102	84166	02/19/13 4496	VERIZON WIRELESS	01303124	WIRELESS SERVICES	0.00	181.93
0102	84166	02/19/13 4496	VERIZON WIRELESS	01303124	WIRELESS SERVICES	0.00	34.65
0102	84166	02/19/13 4496	VERIZON WIRELESS	01303124	WIRELESS SERVICES	0.00	60.20

SUNGARD PUBLIC SECTOR
 DATE: 02/28/2013
 TIME: 10:20:12

VILLAGE OF HOFFMAN ESTATES
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2
 ACCTPA21

SELECTION CRITERIA: transact.t_c='20' and transact.trans_date between '20130215 00:00:00. 0' and '20130228 00:00:00. 0'
 ACCOUNTING PERIOD: 2/13

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
0102	84166	02/19/13	4496	VERIZON WIRELESS	01303224	WIRELESS SERVICES	381.13
0102	84166	02/19/13	4496	VERIZON WIRELESS	01303324	WIRELESS SERVICES	60.20
0102	84166	02/19/13	4496	VERIZON WIRELESS	01401224	WIRELESS SERVICES	118.19
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404124	WIRELESS SERVICES	237.50
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404224	WIRELESS SERVICES	34.65
0102	84166	02/19/13	4496	VERIZON WIRELESS	01501224	WIRELESS SERVICES	60.20
0102	84166	02/19/13	4496	VERIZON WIRELESS	01505024	WIRELESS SERVICES	60.20
0102	84166	02/19/13	4496	VERIZON WIRELESS	01505124	WIRELESS SERVICES	416.76
0102	84166	02/19/13	4496	VERIZON WIRELESS	01505224	WIRELESS SERVICES	279.32
0102	84166	02/19/13	4496	VERIZON WIRELESS	01505924	WIRELESS SERVICES	165.08
0102	84166	02/19/13	4496	VERIZON WIRELESS	01556524	WIRELESS SERVICES	120.40
0102	84166	02/19/13	4496	VERIZON WIRELESS	06750024	WIRELESS SERVICES	65.04
0102	84166	02/19/13	4496	VERIZON WIRELESS	40406724	WIRELESS SERVICES	994.48
0102	84166	02/19/13	4496	VERIZON WIRELESS	47008524	WIRELESS SERVICES	81.33
0102	84166	02/19/13	4496	VERIZON WIRELESS	47001224	WIRELESS SERVICES	756.00
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404324	WIRELESS SERVICES	69.30
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404424	WIRELESS SERVICES	198.79
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404524	WIRELESS SERVICES	89.45
0102	84166	02/19/13	4496	VERIZON WIRELESS	01404824	WIRELESS SERVICES	34.64
0102	84166	02/19/13	4496	VERIZON WIRELESS	01101124	WIRELESS SERVICES	613.11
0102	84166	02/19/13	4496	VERIZON WIRELESS	01101224	WIRELESS SERVICES	210.67
0102	84166	02/19/13	4496	VERIZON WIRELESS	07000024	WIRELESS SERVICES	2,196.83
0102	84166	02/19/13	4496	VERIZON WIRELESS	01101324	WIRELESS SERVICES	62.87
0102	84166	02/19/13	4496	VERIZON WIRELESS	01101424	WIRELESS SERVICES	120.40
0102	84166	02/19/13	4496	VERIZON WIRELESS	01101524	WIRELESS SERVICES	60.20
TOTAL CHECK						0.00	9,191.49
0102	84167	02/19/13	2648	JAMES NORRIS	01101222	PER DIEUM ILCMA CONF	216.99
0102	84174	02/22/13	11263	U.S. BANK EQUIPMENT FINA	01202824	EQUIPMENT	50.00
0102	84175	02/25/13	1253	MICHAEL BUCKEL	01	C-PAL	964.32
0102	84176	02/26/13	2537	IPELRA	01101624	REMAINING BAL TRAININ	75.00
0102	84177	02/26/13	9888	PURCHASE ADVANTAGE CARD	01101123	VARIOUS SUPPLIES	125.03
0102	84177	02/26/13	9888	PURCHASE ADVANTAGE CARD	01201223	VARIOUS SUPPLIES	29.99
0102	84177	02/26/13	9888	PURCHASE ADVANTAGE CARD	01605723	VARIOUS SUPPLIES	20.00
TOTAL CHECK						0.00	175.02
0102	84178	02/26/13	1156	AT & T	01303324	POTT LINES	309.75
0102	84178	02/26/13	1156	AT & T	01404424	LANDLINES	43.92
0102	84178	02/26/13	1156	AT & T	40406724	LANDLINES	18.81
TOTAL CHECK						0.00	372.48
0102	84179	02/26/13	11261	WEX BANK	01404523	FUEL CARD	16.00
0102	84180	02/26/13	12166	AARP HEALTH CARE OPTIONS	01	INSURANCE PYMT DED	179.99
0102	84181	02/26/13	14762	PATRICIA CROSS	01101324	REIM FILING FEE	116.00
0102	84182	02/26/13	10143	LAMONT E. STALLWORTH, PH	01101324	ARBITRATOR FEES	5,000.00

SUNGARD PUBLIC SECTOR
DATE: 02/28/2013
TIME: 10:20:12

VILLAGE OF HOFFMAN ESTATES
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 3
ACCTPA21

SELECTION CRITERIA: transact.t_c='20' and transact.trans_date between '20130215 00:00:00. 0' and '20130228 00:00:00. 0'
ACCOUNTING PERIOD: 2/13

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	-----VENDOR-----	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CASH ACCOUNT						0.00	21,166.43
TOTAL FUND						0.00	21,166.43
TOTAL REPORT						0.00	21,166.43

Detail of Wire/ACH Activity
 For the Period 01/01/13 - 01/31/13

Date	Vendor	Description	Fund	Amount
01/01/13	IPBC	Insurance Premium	General	\$ 537,386.04
01/04/13	CCMSI	General Liability Claims	Insurance	\$ 2,051.00
01/22/13	Northwest Central 9-1-1 System	Monthly Radio Lease Obligation	General	\$ 15,656.79
01/23/13	JAWA	Monthly Water Usage	Water & Sewer	\$ 478,690.00
01/23/13	SWANCC	Monthly Tipping Fees	Municipal Waste System	\$ 48,153.86
01/23/13	CCMSI	General Liability Claims	Insurance	\$ 3,598.50
	TOTAL			\$ 1,085,536.19

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE FOR THE
RECOUPMENT OF THE COST OF
CONSTRUCTION AND THE PAYMENT FOR THE
SHOE FACTORY ROAD LIFT STATION
AND FORCE MAIN IN THE
VILLAGE OF HOFFMAN ESTATES (CANTERBURY FARMS)

WHEREAS, Ryland Group, Inc. is the Owner (hereinafter the "Owner") of certain real estate (hereinafter the "Real Estate") shown on Exhibit "A" attached hereto, and located in the Village of Hoffman Estates (hereinafter the "Village"); and

WHEREAS, the Village is a municipal corporation; and

WHEREAS, the Owner has constructed at its expense a certain sanitary sewer lift station and sanitary sewer force main facility depicted on Exhibit "B" attached hereto and made a part hereof (hereinafter the "Facility") to serve the Real Estate and to be capable of serving certain other premises, and have agreed that the Facility will be owned by the Village; and

WHEREAS, the Facility is oversized and more costly than would be required to serve the needs of the Real Estate alone, and was so constructed at the express request of the Village in order to serve and benefit other properties specifically described on Exhibit "C" attached hereto; and

WHEREAS, the Facility is also oversized and more costly than would be required to serve the needs of the Real Estate alone, and was so constructed at the express request of the Village in order to serve and benefit land contiguous to the Real Estate; and

WHEREAS, it was determined that the total cost of the construction of the Facility was One Million, Two Thousand Ninety-Nine, Two Hundred Seventy Three Dollars (\$1,299,273); and

WHEREAS, the parties recognize and acknowledge that said Facility shall be the property of the Village; and

WHEREAS, since the Facility was required to be oversized in the opinion of the Village Engineer, it is necessary to require payment of recoupment for the Sanitary Sewer Lift Station Cost and the Sanitary Sewer Force Main Capacity Cost by parties requiring any sanitary sewer service in the area described in Exhibit "C" when they tap-on to the Facility.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That no person, firm or corporation, being the owner of or party interested in, nor any contractor, agent or other representative of such owner or party interested, of any property described in Exhibit "C", shall tap-on to the Facility without first having obtained a permit from the Village to make such tap-on.

No such permit shall be issued unless the applicant shall first pay to the Village an amount equal to the proportionate share of the cost of the oversized and excess capacity estimated to be utilized by the applicant which has been determined by the Village Engineer to be \$1,298 per acre, plus five point five percent (5.5%) annual interest from the date of October 10, 2001, together with a charge of five percent (5%) of such amounts as a special service charge.

Such charges shall be in addition to the usual charges payable to the Village for making sanitary sewer connections. Such payment shall not release property owner or owners from the payment of the established fees chargeable by the Village for sanitary sewer services rendered.

Section 2: That all monies collected pursuant to this Ordinance by the Village from the owners of property desiring to use the Facility provided for in the preceding sections of this Ordinance, except the five percent (5%) service charge and usual connection fees and charges made by the Village shall, within ninety (90) days after receipt thereof by the Village, be remitted to the Owner or its successors or assigns.

Section 3: That any person, firm or corporation being the owner or owners of, or parties interested in, any property and any contractor, agent or representative of any such person, firm or corporation making connections with the Facility without first making application to the Village for a permit and without first paying the fees and charges herein provided for, shall be subject to a fine of not less than Fifty Dollars (\$50.00) nor more than Five Hundred Dollars (\$500.00) and upon conviction thereof, the Village shall enter upon said property and remove all such connections.

Section 4: That the Facility herein described is a public improvement, title to which will be vested in the Village and nothing herein contained shall be constructed in any manner to vest any property rights in said Facility in any other person, firm or corporation.

Section 5: That the recital paragraphs set forth above shall be incorporated into this Ordinance and made a part hereof as if set forth fully herein.

Section 6: That the Ordinance shall apply until such time as the Owner recoups its principal and interest thereon or within ten (10) years after the date of this Ordinance, whichever occurs first.

Section 7: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 8: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2013

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Raymond M. Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2013

Village President

ATTEST:

Village Clerk

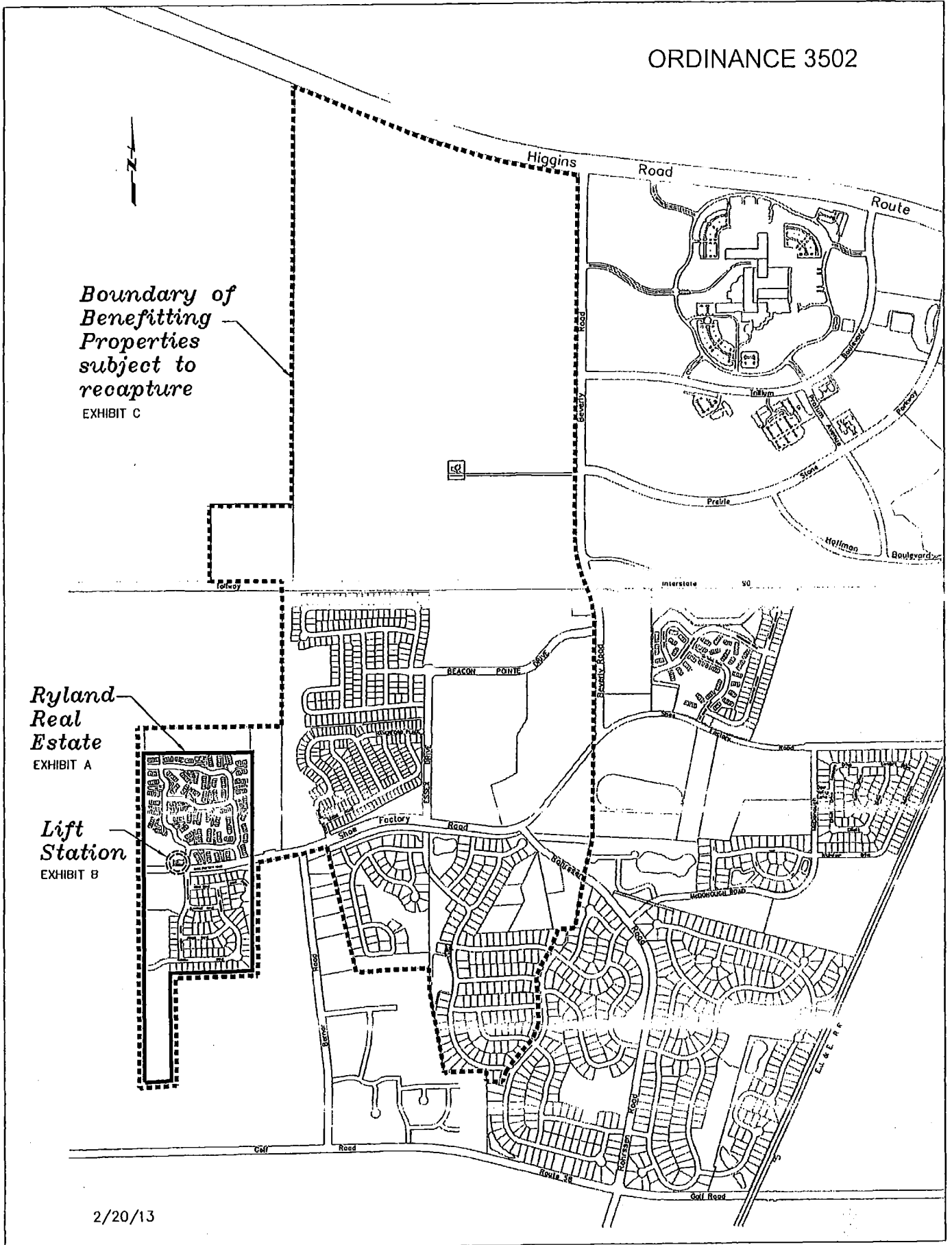
Published in pamphlet form this _____ day of _____, 2013.

ORDINANCE 3502

Boundary of
Benefitting
Properties
subject to
recapture
EXHIBIT C

Ryland
Real
Estate
EXHIBIT A

Lift
Station
EXHIBIT B



AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
March 18, 2013

DRAFT

7:00 P.M. - Helen Wozniak Council Chambers

Members:	Karen Mills, Chairperson	Gary Pilafas, Trustee
	Ray Kincaid, Vice Chairperson	Jacquelyn Green, Trustee
	Gary Stanton, Trustee	Anna Newell, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - February 11, 2013

NEW BUSINESS

1. Request approval of a vacation of easement and plat of easement of utilities for the St. Alexius Medical Campus located at 1555 Barrington Road.
2. Request approval of a resolution adopting the 2013 zoning map.
3. Direct Planning and Zoning Commission to consider text amendments to the Zoning Code to add regulations related to the possible adoption of the Compassionate Use of Medical Cannabis Pilot Program Act by the State of Illinois.
4. Discussion regarding 2013 economic development events for the Village of Hoffman Estates.
5. Request acceptance of Department of Development Services monthly report for Planning Division.
6. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
7. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

AGENDA
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
VILLAGE OF HOFFMAN ESTATES
MARCH 18, 2013

DRAFT

Immediately Following Planning, Building & Zoning Committee

Members: **Ray Kincaid, Chairman**
 Gary Stanton, Vice Chairman
 Karen Mills, Trustee
 Jacquelyn Green, Trustee
 Anna Newell, Trustee
 Gary Pilafas, Trustee
 Mayor William McLeod

I. Roll Call

II. Approval of Minutes – February 11, 2013

NEW BUSINESS

1. Discussion regarding Legislative Update.
2. Discussion regarding planning for the 2013 International Taste of Hoffman Estates.
3. Request acceptance of Cable TV Monthly Report.
4. Request acceptance of Human Resources Management Monthly Report.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

AGENDA
TRANSPORTATION AND ROAD IMPROVEMENT COMMITTEE
Village of Hoffman Estates
March 18, 2013

DRAFT

Immediately Following General Administration & Personnel

Members:	Gary Stanton, Chairperson	Jacquelyn Green, Trustee
	Karen Mills, Vice Chairperson	Anna Newell, Trustee
	Ray Kincaid, Trustee	Gary Pilafas, Trustee
		William McLeod, Mayor

- I. Roll Call**
- II. Approval of Minutes – February 11, 2013**

NEW BUSINESS

1. Request approval of Intergovernmental Agreement with Cook County for the Canadian National Noise Mitigation Program.
2. Request approval of the Canadian National Noise Mitigation Program.
3. Request approval of an IDOT resolution to appropriate Motor Fuel Tax Funds for the 2013 Hassell Road reconstruction project and related work in an amount not to exceed \$1,000,000.
4. Review of findings from RTA Flexible Transit Service Operation Plan study.
5. Request acceptance of Transportation Division Monthly Report.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**



VILLAGE OF HOFFMAN ESTATES
PLANNING AND ZONING COMMISSION
FINDING OF FACT

PROJECT NO.: 2012009T

VILLAGE BOARD MEETING DATE: March 4, 2013

PETITIONER(S): VILLAGE OF HOFFMAN ESTATES

TEXT AMENDMENT TO SUBDIVISION CODE (CHAPTER 10 OF THE MUNICIPAL CODE)

Recommendation: APPROVAL

Vote: 11 Ayes

PZC MEETING DATE(S): February 20, 2013

STAFF ASSIGNED: PETER GUGLIOTTA
ASHLEY MONROE

Request by the Village of Hoffman Estates to amend the Subdivision Code (Chapter 10), as attached.

AUDIENCE COMMENTS

None.

FINDING

Staff presented the comprehensive proposed amendments to the Subdivision Code. These changes were directed by the PB&Z Committee in July, 2012, and relate to several different purposes as outlined in the Staff Report. The changes affect all Articles of the Code, except for Article 8, which did not need updates. The Staff Report provides a summary of the key changes and includes background information on several topics.

The Commission had very few questions and was generally supportive of the fact that the Code was being kept up to date proactively. There were several specific questions/points raised about some of the definitions and minor modifications were made to address these.

There was a substantial discussion about the nature of required submittal information for site plan requests, most specifically about building materials and colors. The Code already provides detailed requirements for Final Site Plan requests that apply to construction of new buildings. Issues were raised relating to site plan amendments, where an addition is proposed to an existing building. The Chair requested that staff be more stringent in requiring that all petitioners provide color renderings and/or building material samples for all requests, regardless of the scale of the proposal. A concern was raised that recent petitioners have not always provided these exhibits. Staff acknowledged that some petitioners are scheduled for amendment requests that do not have 100% of all information submitted. Staff noted that some petitioners have limited resources to create such exhibits and staff also has to balance the Village Board economic development goals of promoting business development against stringent application requirements. Further, some petitioners simply choose to not provide all information requested by staff. Staff also noted that at some point in the process, staff has to balance the importance of process timing versus the level of detail being required of the petitioner. As done in past instances, the Village has the ability to cover certain items with conditions of approval, or if a majority of the Commission agrees that the submittal is insufficient to vote, then a project can be continued to allow more

information to be submitted. The Chair requested that all future petitioners be given stronger direction to always provide this information in future requests. Staff agreed to make sure petitioners are aware of this concern, however, also noted that there will likely still be some requests that need to be evaluated on a case by case basis. Since the Commission has the authority to continue requests, they ultimately can dictate the level of information required for any given project before passing a recommendation to the Village Board.

The Commission found that the language of the proposed text, with minor amendments to the definitions, is acceptable and the request was recommended for approval unanimously.

This Finding of Fact was written by Planning Division Staff.

PLANNING AND ZONING COMMISSIONERS

Chairperson Eva Combs	Myrene Iozzo
Vice-Chairman Michael Gaeta	Thomas Krettler
Donna Boomgarden	Gaurav Patel
Steve Caramelli	Steve Hehn
Lenard Henderson	Steve Wehofer
Denise Wilson	

ROLL CALL VOTE

11 Ayes

MOTION PASSED

Chapter 10 - SUBDIVISION CODE

- ARTICLE 1. - GENERAL PROVISIONS
- ARTICLE 2. - DEVELOPMENT REVIEW ADMINISTRATION AND PROCEDURES
- ARTICLE 3. - LAND IMPROVEMENTS
- ARTICLE 4. - LANDSCAPING
- ARTICLE 5. - SITE DESIGN AND OPERATION REQUIREMENTS
- ARTICLE 6. - DEVELOPMENT DOCUMENTS
- ARTICLE 7. - PERFORMANCE REQUIREMENTS
- ARTICLE 8. - FLOOD HAZARD AREAS (*Intentionally Omitted from this Document*)
- ARTICLE 9. - DONATIONS
- ARTICLE 10. - PENALTY

ARTICLE 1. - GENERAL PROVISIONS

- Sec. 10-1-1. - Purpose.
- Sec. 10-1-2. - Jurisdiction.
- Sec. 10-1-3. - Definitions.

Sec. 10-1-1. - Purpose.

This Code regulating the subdivision and improvement of land is hereby made a part of the Official Plan of the Village of Hoffman Estates and contiguous areas. It is to provide for the harmonious development of the Village of Hoffman Estates and its environs; for the coordination of streets within new subdivisions with other existing or planned streets; for the dedication and acceptance of land required for schools, parks, playgrounds, and other public uses; for the procedures regarding preparation, submittal, and approval of development (site plans and/or plats of subdivision and all supporting documents), and the procedure for recording subdivision plats in and about the Village of Hoffman Estates, Illinois, in accordance with the authority vested in the municipality under the provisions of the "Revised Cities and Villages Act" of the State of Illinois.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-1-2. - Jurisdiction.

A. *Jurisdictional Boundary.* Except as limited by Subsection B. herein, no land shall, after the adoption of this Code, be annexed; be subdivided into two or more parts; be subdivided and filed for record; be permitted for the construction of new detached single-family homes on two or more adjoining existing residential lots in an existing subdivision, nor any street laid out, nor any development, redevelopment, or other improvements made to the land; within the incorporated limits of the Village of Hoffman Estates, or one and one-half miles beyond the incorporated boundary of the Village of Hoffman Estates, until the Village of Hoffman Estates has received and approved both preliminary and final site plan and/or plat of subdivision documents and supporting documents from the owner. Said plan and/or plat documents, proposed improvements, and all procedures relating thereto, shall in all respects be in full compliance with state statutes, and with the regulations thereafter contained in this Code, as applicable. The exemption of Section 1(b), 1, 2, 3, 8 and 9 of the Plat Act (765 ILCS 205/1) shall not apply to the subdivision of land in Hoffman Estates. All land offered to the Village of Hoffman

Chapter 10 - SUBDIVISION CODE
February 2013 PROPOSED REVISION

Estates for use as streets, highways, alleys, parks and other public use, shall be referred to the Hoffman Estates Planning and Zoning Commission, as created and regulated below, for review and recommendation before being accepted by the Village Board or by any other governing authority. Where the proposed subdivision is located on unincorporated land outside of the Village boundaries, but within one and one-half miles of the Village, the subdivider shall comply with state statutes, and shall meet all the requirements of this Code, including the installation of improvements, as applicable.

B. *Governmental Land Uses.* All new land uses or structures which are owned, operated or occupied by the Village of Hoffman Estates, a township, park district, public library or any other non-regional governmental district governed by a board or commission elected in whole or in part by the residents of the Village, shall comply with the following requirements, which shall prevail notwithstanding any contrary provision in this Code. Public school districts shall be exempt from these requirements.

1. A government land use or an expansion of a government land use requiring approval shall occur where the jurisdiction proposes:

- a. To construct a building or increase the size of a building at a location, or
- b. To make any other expansion in the physical facilities at a location.

2. If such a governmental land use (or an expansion of a governmental land use, or any previously approved such governmental land use notwithstanding specific requirements of such a previous approval to the contrary) requiring approval complies with the following standards, then it shall be reviewed and be approved administratively on a ministerial basis: _

a. All requirements of the Village of Hoffman Estates Municipal Code shall be ~~complied~~ withmet.

b. The landscape buffer between defined formal athletic fields where active organized group sports practice or organized play such as soccer, softball, etc. may occur, buildings, parking lots and other vehicular access roads or similar areas, and adjoining residential property shall be no less than 30 feet in width, and shall meet the screening and buffer requirements of the Municipal Code for non-residential uses adjacent to residential uses.

c. For the purposes of this subsection 10-1-2-B.2.c, the following definitions shall apply for each park type discussed below:

Community Parks: Shall mean those park facilities that are usually 5 acres or more in size, designed to serve both residents and non-residents. Community parks support active recreational programs and may also serve as local neighborhood parks to the immediate surrounding neighborhood. Parking for Community Parks is typically provided on the park site.

District Park/Community Facility: Shall mean those Park District facilities that are designed to draw residents from the Village and the surrounding areas. District park/community facilities support active recreation programs, and provide community space for public and private events and are characterized by community center buildings, arenas, and aquatic centers. Community Facility may also include facilities of a similar nature developed by governmental entities other than the Park District. Parking for District Park/Community Facilities is provided on-site and in an adequate amount to support programming needs.

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February 2013 PROPOSED REVISION

The vehicular traffic and parking demand produced by the proposed use conforms to the following standards by street classification as determined by the Village:

1) *Local Streets:* Trip generation and parking demand on local streets shall not exceed that associated with local neighborhood playground or tot lot activities (provided that such activities exclude any organized group sports practice or play such as soccer, softball, etc.). Notwithstanding the foregoing, on Local Street parking volumes generated by the combination of uses at a site shall not be required to be less than the volumes currently produced at that site.

2) *Collector Streets for Parks not Designated as a Community Park or District Park/Community Facility by the Village:* The increase in peak hour traffic on Collector Streets cannot exceed 50 vehicles or 20% of the existing peak hour traffic volume of the collector street (whichever is greater) for any single one-hour period, and there is the further requirement that the traffic volume cannot exceed 225 vehicles or 80% of the existing peak hour traffic volume of the collector street (whichever is greater) for any 5-hour period. For uses other than local neighborhood playground or tot lot activities (provided that such activities exclude any organized group sports practice or play such as soccer, softball, etc.) parking shall be contained on the site. Notwithstanding the foregoing, Collector Street on street parking and traffic volumes generated by the combination of uses at a site shall not be required to be less than the volumes currently produced at that site. In no case shall the traffic capacity of a street be exceeded. A traffic study, and public street and/or intersection improvements, shall be required if determined necessary by the Village based upon traffic and road design standards and practices.

3) *Collector Streets for Parks or Facilities Designated as a Community Park or District Park/Community Facility by the Village; and Arterial Streets:* There shall be no limit on trip generation. In no case shall the traffic capacity of a street be exceeded. A traffic study, and public street and/or intersection improvements, shall be required if determined necessary by the Village based upon traffic and road design standards and practices. For Collector Streets parking shall be contained on the site to the extent feasible for all uses other than local neighborhood playground or tot lot activities (provided that such activities exclude any organized group sports practice or play such as soccer, softball, etc.). No parking is permitted on arterial streets.

4) A Park District or other governmental entity may propose from time to time a list of Community Parks or District Park/Community Facility to the Village for designation as such. The Village Board may designate Community Parks and District Park/Community Facility for the purpose of applying the requirements of this section. Village owned Community Park or District Park/Community Facility sites may also be proposed for designation as such to the Village Board.

d. The governmental land use is proposed by the Village itself, a township, a park district, public library, or any other non-regional governmental district governed by a board or commission elected in whole or in part by the residents of the Village and such jurisdiction prior to reaching its decision to proceed with the project subject to the governmental land use, conducts a public meeting at which the project is considered, pursuant to the rules and regulations of the jurisdiction for the conduct of such meetings. Notice of such meeting shall

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February 2013 PROPOSED REVISION

be provided in the same manner as required by the Village for Planning and Zoning Commission notification of applications for development review.

e. Non-recreational facilities, including but not limited to, maintenance building, truck storage yards, material storage yards, or maintenance yards, shall not be eligible for approval on an administrative basis. Office uses are eligible for approval on an administrative basis if they are developed as part of a recreational facility.

f. Proposals qualified for approval on an administrative basis shall be provided to the members of the Village Board, who may provide advisory comments.

3. The following additions, alterations or expansions shall not require governmental land use approval if they will not substantially increase traffic to the location, or the hours during which the location is used by the public, or the amount of noise or artificial light or other impacts in the neighborhood of the location.

a. Interior remodeling of an existing building that does not result in a significant change in the type of intensity of use; or

b. The resurfacing, resealing or patching of existing tennis courts, parking lots, or similar permanent surfaces; or

c. The installation of a new, or re-arrangement of existing, playground or recreational equipment or landscaping in an existing park; or

d. Other maintenance or repair of existing buildings, structures or equipment; or

e. Other additions or changes of comparable or less significance that are not likely to result in an increase in the use of the location.

4. Standards of Review for Governmental Land Uses. Where application for approval is filed by the Village itself, a township, a park district, public library, or any other non-regional governmental district governed by a board or commission elected in whole or in part by the residents of the Village, the standards set forth shall be modified as follows, provided that such modification shall not apply unless the jurisdiction, prior to reaching its decision to proceed with the project subject to the governmental land use, conducts a public meeting at which the project is considered, pursuant to the rules and regulations of the jurisdiction for the conduct of such meetings. Public school districts shall be exempt from these requirements.

a. Under Article 1, it shall be presumed, unless the contrary is demonstrated by the preponderance of the evidence, that the establishment, maintenance or operation of the use will not be detrimental to or endanger the public health, safety, or general welfare.

b. Under Article 1, it shall be presumed, unless the contrary is demonstrated by the preponderance of the evidence, that the applicant has made adequate legal provision to guarantee the provision and development of any buffers, landscaping, public open space, and other improvements associated with the proposed use. All other standards set forth in Article 1 and in all other Chapters of the Municipal Code (including the Zoning Code) shall apply as stated.

5. Approval of Governmental Land Uses. Where an application for a governmental land use is filed by the Village itself, a township, park district, public library or any other non-regional

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governmental district governed by a board or commission elected in whole or in part by the residents of the Village, the Village Board shall conduct a public meeting on the application. Notice of such meeting shall be provided in the same manner as required for Planning and Zoning Commission notification of applications for development review. At the conclusion of the meeting, the Village Board may approve or reject the application and may impose such reasonable conditions as it deems necessary to meet the intent and purpose of the standards for conditional uses.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-1-3. - Definitions.-

For the purpose of this Code, certain terms and words are hereby defined, words used in the present tense shall include the future; words used in the singular shall include the plural, and the plural the singular; the word "building" shall include the word "structure"; the word "lot" shall include the word "plot"; and the word "shall" is mandatory and not directory.

Aisle: The traveled way by which cars enter and depart parking spaces.

Alley: A strip of land, not less than 24 feet in width, along the side of or in the rear of properties, intended to provide access to those properties.

Apron: The portion of a paved access serving a property between the public street and the sidewalk.
Barrier Curb: A vertical faced concrete curb intended to prevent encroachments. See Curb.

Basin, Detention: A storage facility for the temporary storage of stormwater runoff.

Basin, Retention: A storage facility for the temporary storage of stormwater runoff within a permanent water body.

Berm: A mound of soil, either natural or constructed, typically used to enhance landscaped appearances, define edges, or obstruct views. A berm may also be called an embankment. The slope of the berm shall be designed and installed such that the landscaping thereon may be reasonably maintained.

Bike Locker: A secure and lockable container used for individual bicycle storage

Bike Rack: A stationary fixture to which a bicycle can be securely attached.

Buffer: An area within a property or site, generally adjacent to and parallel with the property line, either consisting of natural existing vegetation or created by the use of trees, shrubs, fences, and berms, designed to substantially limit the view of and sound from the site to adjacent sites or properties.

Building Line: The building line shall be the same as a front yard setback line.

Caliper: The diameter of a tree trunk six inches above the ground, up to and including the four-inch caliper size, and 12 inches above the ground for larger sizes. Caliper is usually used in reference to nursery stock for new plantings.

Clear Zone: Unobstructed, traversable area beyond the edge of the travelled way for recovery of

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errant vehicles.

Cluster: Plant material installed as a group:

1. Within two feet of each other so as to appear as a ~~singlesingle~~ multiple-trunk tree without-mown turf between trunks, or
2. Several feet apart with sufficient space between trunks for the passage of turf mowing equipment, or
3. Spaced on-center a distance equal to the mature drip line diameter.

Complete Street: *A street designed to safely and conveniently accommodate all modes of travel, including pedestrians (including those with disabilities), vehicles, bicycles, public transit, emergency vehicles, and others.*

Cross section: *A vertical section of the ground and roadway at right angles to the centerline of the roadway, including all elements of a highway or street from right-of-way line to right-of-way line.*

Crosswalk: *An area crossing the width of a travelled way and/or median, either marked or unmarked, intended for use by pedestrians and bicyclists.*

Cul-de-sac: A street having one open end for access and being permanently terminated by a vehicular turnaround.

Curb: A vertical or sloping edge of a roadway.

Deciduous: Plants which do not retain leaves or needles during the winter season of the year.

Design Speed: *A selected speed used to determine the geometric design features of a roadway.*

Design Controls: *Considerations used in the design of streets and intersections including factors such as the size and type of vehicles, design speed, functional classifications, number and types of motorized and non-motorized users, environmental areas, etc.*

Design Standards: Standards that set forth specific improvement requirements to be used.

Design Vehicle: *A selected vehicle consisting of size, weight, dimensions and operating characteristics used to establish controls.*

Developer: The legal or beneficial owner or owners of a lot or of any land included in a proposed development. ~~Also,~~ or the holder of an option or contract to purchase, or any other person having enforceable proprietary interest in such land.

Development: A planning or construction project involving substantial property improvement and, usually, a change of land-use character within the site; the act of using land for building or extractive purposes.

Development Regulation: Zoning, subdivision, site plan, official map, floodplain regulation, or other governmental regulation of the use and development of land.

Development Review Process: Village consideration of preliminary/final site plans and/or plats of

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subdivision, including landscaping and engineering. The review process includes Planning and Zoning Commission consideration and action (recommendation), followed by Village Board final action.

Diameter at Breast Height (DBH): The diameter of a tree measured at four and one-half feet above the existing grade. Diameter at Breast Height or DBH is used in reference to established plantings in the field.

Drip Line: An imaginary vertical line extending downward from the outermost tips of the tree branches to the ground.

Driveway: A paved area used for ingress or egress of vehicles, and allowing access from a street to a building or other structure or facility. The driveway is located between the right-of-way and building.

Easement: A grant or dedication of one or more property rights by the property owner for limited use of private land by the public, a corporation or another person or entity for a public or quasi-public purpose.

Embankment: Soil, ~~uncompacted~~ non-compacted or compacted, raised above the level of the surrounding finish grade with side slope(s) no steeper than 2:1 (horizontal vs. vertical) when planted with trees, shrubs, or ground covers; or 3:1 (horizontal vs. vertical) when planted with turf or other stabilizing vegetation. An embankment is usually used in reference to holding back water or supporting a roadway. A berm is a type of embankment.

Evergreen: Plants which continuously retain leaves or needles over the four seasons of the year.

Fence: A durable freestanding permanent structure of metal, masonry, wood, composite plastic or any combination thereof resting on or partially buried in the ground and rising above ground level, and used for confinement, screening or partition purposes.

Final Approval: The conferral of certain rights to the applicant to obtain all required permits to allow construction of a development in accordance with the plans and conditions of approval agreed upon by the applicant and authorized by the Village Board.

Financial Guarantee: Monetary security provided to the Village to assure the completion of public improvements and private improvements benefiting the public in a form acceptable to the Village. This may include a letter of credit, performance bond, or cash.

Footcandle: A unit of measure of the intensity of light falling on a surface, equal to one lumen (10.764 lux) per square foot and originally defined with reference to a standardized candle burning at one foot from a given surface.

Green Roof: A roof that has been constructed to host plantings and landscaping installed on a waterproof membrane for the purpose of providing building energy efficiency, reducing stormwater runoff, and absorbing carbon dioxide from the air.

Ground Cover: Any plant material with an average mature height of less than 12 inches.

Height: Reference to building height (as defined in the Zoning Code), or general height of plant materials installed above the adjacent elevation of soil or paving.

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Improvement: Any constructed immovable item or plant material which becomes part of, placed upon, or is affixed to, real estate.

~~*Intersection Sight Distance:* The visibility at a street or drive intersection measured along the through roadway to provide turning drivers an opportunity to see traffic conditions and complete the turn. The intersection sight distance shall meet those requirements shown on the following table.~~

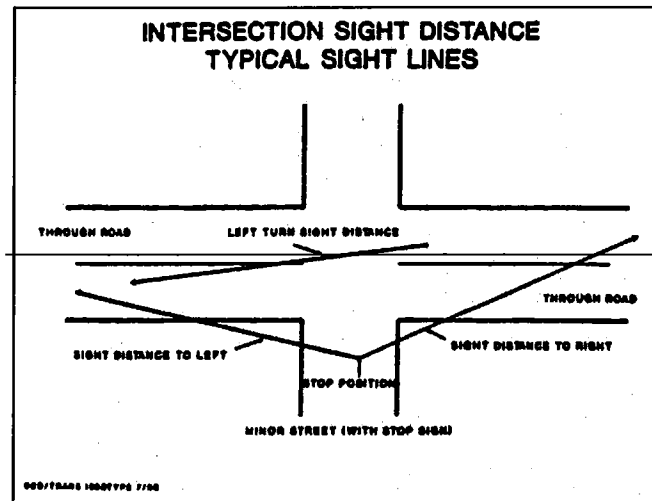
~~INTERSECTION SIGHT DISTANCE MINOR STREET INTERSECTION WITH THROUGH ROAD~~

~~(Please refer to "Intersection Sight Distance" diagram below)~~

SIGHT DISTANCE (IN FEET) FOR:	DESIGN SPEED OF THROUGH ROAD (MPH)							
	20	25	30	35	40	45	50	55
Minimum to right and left	200	250	300	350	400	450	500	550
Desirable to right and left	225	300	375	475	575	700	830	990
Left turn from through street	225	275	330	375	450	500	550	600

~~For the first two categories, sight distance is measured along the through road from a point 17 feet from the edge of the intersecting road (through road" on diagram). This is shown as the "Stop Position" on the diagram. Adequate visibility must be maintained to both the entering driver's right and left. Sight distance measurement for left turns from the through road (third category) is made from the left turning driver's position toward oncoming traffic.~~

~~Speeds listed are design speeds on through road. Values derived from A Policy on Geometric Design of Highways and Streets, AASHTO. Assumptions include level terrain, two lane through street, stop control on minor street, eye height of + 3.5 feet, object height of + 4.25 feet, and passenger cars only. Longer sight distances are required for locations which deviate from these assumptions.~~



Intersection Sight Distance—Typical Sight Lines

- a. ~~Intersection sight distances at all street and parking area aisle intersections shall be a minimum of 30 feet along each leg without visual obstructions between heights of 2.5 and 6 feet, other than vehicles legally parked in designated parking spaces. Shade trees with branches a minimum of 6 feet above grade may be located within intersection sight distances. The legs of the intersection triangle shall be measured along each curb of the intersecting streets and from the point where said curb lines or extension thereto intersect.~~

Island, Traffic: In street and parking area aisle design, an area placed to guide traffic and separate lanes, or used for landscaping, signing, or lighting. Traffic islands shall be curbed, except where unusual circumstances, approved by the Village, warrant the use of painted islands.

Landscaping: Any of the following or combination of material such as: grass, ground covers, perennials, shrubs, vines, hedges, or trees. Landscaping may be enhanced; with rocks, pebbles, walls or fences, which shall not replace the required landscape.

Light Pollution: Illumination from building sites that produces glare, is directed upward to the sky, or is directed off the site and does not increase nighttime safety, utility, or security.

Lot: A designated parcel, tract, or area of land established by a plat of subdivision approved by the Village and recorded with the County Clerk, or otherwise as permitted by law and to be used, developed, or built upon as a unit.

Maintenance Guarantee: Any security which may be required and accepted by a governmental agency to ensure that necessary improvements will function as required for a specific period of time.

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Off-Site: Located outside the lot lines or development boundaries of the lot in question but within the property (of which the lot is a part) that is subject of a development application, or on a contiguous portion of a street or right-of-way.

Owner: Includes the plural as well as the singular and may mean either a natural person, firm, association, partnership, trust, private corporation, public or quasi-public corporation, or combination of any of these.

Parcel: A piece of land intended for development or for transfer of ownership for development. A parcel may consist of land intended for the construction of residential buildings, community, commercial or recreational facilities or private streets or any combination thereof.

Parking Space: An area provided for the parking of a motor vehicle.

Parkway: The area measured from the back of a curb or outside edge of a shoulder of a public street, to the public right of way line or sidewalk/path.

Passive Lighting Design: A practice of placing windows, other openings, and reflective surfaces so that natural light provides effective interior lighting. Uses for passive lighting, also called daylighting, are typically to increase visual comfort or to reduce energy use.

Pedestrian Way: A strip of land dedicated to public use which is reserved across a block to provide pedestrian access to adjacent areas.

Planting Bed: An area specifically designated for plant materials and provided with positive drainage that is separate from surrounding surfaces.

Pre-Application Conference: An initial meeting between developers and municipal representatives which affords developers the opportunity to present their proposals informally.

Preliminary Site Plan Approval: The conferral of certain rights prior to final approval, after specific elements of a development plan have been agreed upon by the Village Board and the applicant.

Private Improvements (for the Benefit of the Public): All site development improvements which are not public improvements. These include, but are not limited to, private utilities, drainage basins, regrading and erosion control, aprons, driveways, parking lots, lighting, landscaping, and fencing.

Public Improvements: Any site development improvement which will be owned and/or maintained by the Village of Hoffman Estates, or the state, county or township.

Public Lands: That property dedicated to the Village for public purposes.

Renewable Energy Generator: Equipment meant for the conduction of solar, wind, or geothermal power.

Right-of-Way: A dedicated strip of land occupied or intended to be occupied by a street, parkway trees, sidewalk, crosswalk, railroad, electric transmission line, gas pipeline, watermain, sanitary or storm sewer main, or for another similar use.

Roadway: The portion of a street, including shoulders, for vehicular use. A divided street has two or more roadways.

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Root Zone: The area inscribed by an imaginary circular line on the ground beneath a tree having its center point the center of the trunk of the tree and a radius equal to one foot for every inch of diameter at breast height (DBH).

Screen: A structure or planting(s) intended to obstruct, or filter vision beyond the screen.

Shrub: A woody plant with several low branching stems instead of a single trunk.

Site Plan: An accurately scaled development plan that illustrates the existing conditions on a land parcel as well as depicting details of a proposed development. Site plan elements shall be consistent with the requirements of Article 6 of this Code.

Solar Energy System: Equipment meant for the conduction of solar/photovoltaic power.

Solar Collector: Equipment meant for the collection of solar/photovoltaic power.

Standard Specifications: Refers to the current editions of the: Village of Hoffman Estates Development Requirements and Standard Manual, Hoffman Estates Municipal Code, Standard Specifications for Road and Bridge Construction, State of Illinois, Department of Transportation, and Water and Sewer Main Construction in Illinois.

Street: An area of land, or right-of-way, which serves or is intended to serve as a vehicular and pedestrian access to abutting lands or to other streets. Streets are divided into different classifications, as following, depending on their intended use.

Arterial Street. A public street of considerable continuity which serves or is intended to serve as a major traffic artery conveying high traffic volumes and connecting to other arterials and large areas.

Collector Street. A public street which carries traffic to and from between minor streets and major arterial streets, and is intended to serve as a principal circulation street within a development, or adjacent developments.

Minor (Local) Street. A public street intended primarily to afford access to abutting parcels.

Street, Private: A privately owned area which is intended to afford access to parcels. Such areas may be improved with roadways and storm drainage facilities and other required improvements in accordance with the provisions of ~~Section 10-8-8. Private Streets~~ this Code, including all shared driveways and aisles, which shall be privately maintained.

Street, Public: A right-of-way which is dedicated for public use or maintained by public authorities.

Street Width: Is the shortest distance between lines delineating the street throughway, typically measured from back to back of curb.

Subdivision: The division of land into two or more parts for the purpose, whether immediate or future, of transfer of ownership or of land and building development.

Transit Stop: A location along or off a roadway intended for use by transit vehicles to load and/or unload passengers.

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Traveled Way: The portion of the roadway used for the movement of vehicles, exclusive of shoulders.

Tree: A woody perennial plant typically attaining an overall height of 15 feet or more, usually with a main stem or trunk (or multi-stem clump) which develops many branches, usually at some height above the ground.

Tree, Ornamental: A tree with an unmaintained average mature height of less than 30 feet.

Tree, Shade: A deciduous tree with a single main stem (trunk), and an average mature height in excess of 30 feet, with a branching pattern that typically forms a canopy as the tree matures.

Tree, Street: A tree, usually a shade tree variety, installed within a public right-of-way.

Vine: Plants which normally require a support to reach mature form.

White Roof: White roofing or film covering applied to rooftop for the purpose of reflecting sunlight off of the roof in order to reduce energy use.

Yard, Front: The yard extending across the front of a lot between the side lot lines, and being the minimum horizontal distance measured perpendicular to the structure, separately for each projection of the structure, between the street line and the principal building or any projections thereof other than the projection of usual uncovered steps, unenclosed balconies, unenclosed porches, unenclosed patios, eaves, decorative fences and decorative structures. The projection of eaves that do not exceed 24 inches shall be permitted within a front yard setback. For specific front yard setback requirements within individual Zoning Districts, see Chapter 9 of this Code.

Yard, Rear: A yard extending across the rear of a lot, measured between the side lot lines, and being the minimum horizontal distance measured perpendicular to the structure, separately for each projection of the structure, between the rear lot line and the rear of the principal building or any projections thereof other than the projection of usual uncovered steps, unenclosed balconies, unenclosed porches and unenclosed patios. The projection of eaves and fireplaces that do not exceed 24 inches shall be permitted within a rear yard. For specific rear yard setback requirements within individual Zoning Districts, see Chapter 9 of this Code.

Yard, Side: A yard between the principal building and the side line of a lot extending from the front setback line to the rear setback line, and being the minimum horizontal distance measured perpendicular to the structure, separately for each projection of the structure, between the side of the principal building and any projections thereof. The projection of eaves and fireplaces that do not exceed 24 inches shall be permitted within a side yard. For specific side yard setback requirements within individual Zoning Districts, see Chapter 9 of this Code.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

ARTICLE 2. - DEVELOPMENT REVIEW ADMINISTRATION AND PROCEDURES

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Sec. 10-2-1. - Development Review Administration.

Sec. 10-2-2. - Development Review Procedures (Preliminary and Final).

Sec. 10-2-1. - Development Review Administration.

A. *Intent and Purpose.* The purpose of this Code is to promote the health, safety, enjoyment, and general welfare of the public and conserve or enhance the taxable value of land and buildings throughout the Village. The provisions of this Code shall be administered to ensure orderly growth and development and shall supplement and facilitate the provisions in the Comprehensive Plan, Zoning Code and other chapters of the Municipal Code.

B. *Jurisdiction and Scope of Regulations.* The owner of any parcel of land, building or tenant space within a building desiring to develop or redevelop such parcel, building or tenant space within a building shall submit development plans (site plan and/or plat of subdivision) and supporting documents for review in accordance with the provisions of this Code. Any structure, building, improvement, land subdivision, or other development within the Village permitted by the Zoning Code, including any and all exterior or interior additions, alterations, changes, and/or relocations of existing buildings, or any changes in the specific use of the building occurring hereafter shall require development review and shall be subject to all regulations of this Code. Site improvements required of any portion of a multi-tenant property under common ownership (such as a shopping center), shall be proportionate to the size of the developed or redeveloped tenant space relative to the whole ownership and such improvements may be deferred until such time as a grouping of improvements may be constructed, subject to and in accordance with approval by the Village and shall be implemented through the construction of site improvements within 18 months of the plan approval, or as otherwise approved by the Village Board. The Village Board may grant a single extension of time for a period of 12 months. All changes as outlined above to a site plan, plat, building, use or other significant aspects of an existing Village plan or plat approval shall be subject to approval by the Village as provided for in this Code.

C. *Interpretation.*

1. In their interpretation and application, the provisions of this Code shall be held to be minimum requirements under the police power as enacted in this Code and conformance without further legislative review shall not create any entitlement to the proposed use of the property. The Village Board may further exercise their discretion in a legislative review of submitted development plans and supporting documents in a reasonable manner for the promotion of the public health, safety, and welfare.

2. Where the conditions imposed by any provision of this Code upon the use of land or buildings are either more restrictive or less restrictive than comparable conditions imposed by any other provision of this Code or of any other law, ordinance, resolution, rule or regulation of any kind, including the Village's Comprehensive Plan, the regulations which are more restrictive (or which impose higher standards or requirements) shall govern.

3. This Code is not intended to abrogate any easement, covenant or any other private agreement, provided that where the regulations of this Code are more restrictive (or impose higher standards or requirements) than such easements, covenants or other private agreements, the requirements of this Code shall govern.

D. *Periodic Redevelopment of Commercial Properties.* For any non-residential building or property in a B-1 or B-2 Business District, or F-1 or F-2 Business Subzone of the R-9 Planned Development

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~~District or the "Business" or "Office/Business" portions of the EDA Economic Development Area District, or the Commercial designation of the RPD District, where more than 15 years has elapsed since ~~the site~~ was initially developed, or wholly and substantially redeveloped, and such building or property is not in compliance with current Village Code requirements, a site plan shall be developed to update the site and building to meet current Village Code requirements to the extent feasible in consideration of the existing improvements present on the site. Upon written notification by the Village of the foregoing requirement, the owner shall have one year to develop a site plan in accordance with the above. Upon approval by the Village of the site plan, the plan shall be implemented through the construction of site improvements within two years of the plan approval.~~

E. *Planning and Zoning Commission.* The Planning and Zoning Commission of the Village of Hoffman Estates, in addition to its powers and duties as prescribed by the Hoffman Estates Municipal Code, and other ordinances of the Village and State Statutes, shall hear and act upon all development review (site plan and/or plat of subdivision) applications approval in the manner and subject to the standards prescribed herein and shall report its findings and recommendations to the Village Board.

F. *Exception of Specific Requirements.* The Planning and Zoning Commission, when acting upon any development review applications approval, shall have the power to recommend exceptions from the applicable requirements as may be reasonable and within the general purpose and intent of the provisions for approval of this Code, if the literal enforcement of one or more provisions of the Code is impractical or will exact undue hardship because of unique conditions pertaining to the land in question. When such exceptions are recommended, the Planning and Zoning Commission shall transmit such recommendations in a Finding of Fact to the Village Board for their consideration and final action.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-2-2. - Development Review Procedures (Preliminary and Final).

This section is established to delineate procedures for review of development applications, which consist of site plan, and/or plat of subdivision applications. Procedures contained herein are intended to provide orderly and expeditious processing of such applications.

A. *Pre-Application Review.* Applicants for development review may request a preapplication review conference and application packet. Upon such request, the Department of Development Services shall coordinate a preapplication review conference to allow the applicant to confer with appropriate Village representatives responsible for development review in order to:

1. Discuss the feasibility of the proposed project in relation to the Comprehensive Plan, Zoning Code, etc., and
2. Become familiar with requirements and procedures associated with the development review process.

Subsequent to conferring with Village representatives, application documents and materials shall be submitted in accordance with this Subdivision Code and summarized in the Department of Development Services Review Process document.

B. *Courtesy Presentation.* At their option, applicants for development review may appear before the Planning, Building and Zoning Committee of the Village Board to make a courtesy presentation of a proposed project. Expert witnesses, exhibits, etc., are not required as the appearance is only intended to provide a general overview of the proposed project. Such presentations shall not constitute a review

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by the Village Board and any direction to proceed to development review before the Planning and Zoning Commission shall not be construed as any indication of future project approval by the Village Board. An application to appear before the Planning, Building and Zoning Committee shall be submitted in accordance with the requirements as established in the Department of Development Services Procedures for courtesy presentation.

C. *Filing of Application Documents.* The applicant shall submit an application for development review to the Village's Department of Development Services in such number as may be from time to time requested by such Department. The application and supporting documents to be submitted are intended to provide the Planning and Zoning Commission with information and data to assure compliance with all municipal codes and specifications and ensure that the proposed development meets the design, improvement, and operation standards contained within this Code. Documents to be submitted are based on the particular stage of the development application, and shall conform to the list of required documents to be submitted as specified in the Development Services Department Development Review Process document.

Copies of the application, development plans, all supporting documents, and payment of the required application fee shall be filed with the Assistant Village Manager-Development Services in accordance with the specifications and procedures of the Department of Development Services. Within 21 days of the Village's receipt of the application, development plans, all supporting documents, and payment of the required application fee, the Village's Assistant Village Manager-Development Services shall use best efforts to submit a written report to the applicant identifying whether the proposed development conforms with zoning, planning, engineering and other standards and identifying specifically those items which do not satisfy such standards. The applicant shall work with the Assistant Village Manager-Development Services to correct any item identified in the Assistant Village Manager-Development Services' written report as not conforming with the zoning, planning, engineering and other standards. All development plans and supporting documents shall be prepared in accordance with the requirements as established in the Subdivision Code.

An engineering plan shall be prepared in accordance with the requirements as established in the Subdivision Code and the Transportation and Engineering Division's Development Requirements and Standards Manual as part of all development review applications.

A landscape plan shall be prepared in accordance with the requirements of the Subdivision Code (including Article 4) as part of all development review applications.

D. *Planning and Zoning Commission Schedule.* Upon submittal of a development application, including a conceptual plan or plat (or more detailed plans and supporting documentation as may be provided by the petitioner) the application shall be placed on the Planning and Zoning Commission's agenda in chronological order.

Applications remanded to the Planning and Zoning Commission by the Village Board shall have priority status and be placed on the next agenda opening pending completion of revised application materials. If, at any time, a substantial change is made in the application, at any stage of the process, the application shall be considered as a new application under this section.

E. *Preliminary Review.* The development review process shall consist of a two-step procedure consisting of preliminary review and final review. Application materials, development plans, and supporting documents for preliminary review shall be submitted in accordance with the requirements specified in Article 6 (Development Plan Documents). Preliminary review generally will require elements

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of a more general nature, in particular, engineering plan documents.

The applicant may, at their option, request preliminary concept approval (being a form of preliminary review which is less than a complete preliminary review and which does not substitute for the required complete preliminary review) by submitting such application materials, development plans, and supporting documents as are determined necessary to provide a general understanding of the proposed project, with the development rights granted under any action on the request being limited in scope by the submitted materials, plans and documents presented, and by any conditions of approval as may be applied by the Village.

F. *Final Review.* Upon preliminary approval by the Village Board, the applicant may proceed to prepare final documents in accordance with the general layout, conditions of approval, etc., identified during preliminary review. The applicant shall have nine months to prepare and submit final documents to the Planning and Zoning Commission.

Upon preliminary approval by the Village Board, failure to submit final documents or obtain an extension of preliminary approval shall result in the preliminary application being declared null and void. The Village Board may grant a single extension of preliminary approval for a period of 12 months.

Application materials, development plans, and supporting documents for final review shall be submitted in accordance with the requirements specified in Article 6 (Development Plan Documents). All requirements of this Code and other applicable Codes and requirements shall be completed documenting the exact plans to be used during the construction of the development.

G. *Concurrent Preliminary and Final Review.* Upon the request of the applicant, the Planning and Zoning Commission may consider concurrent preliminary and final review, subject to the requirements of this Article.

H. *Planning and Zoning Commission Review and Recommendation.* The Assistant Village Manager-Development Services shall transmit copies of the development application and supporting documents to the Planning and Zoning Commission for consideration. The Department of Development Services shall notify adjacent property owners and each applicant shall post appropriate notification signs on the subject property in accordance with applicable Village requirements. The Planning and Zoning Commission shall conduct a review of each application and supporting documents in accordance with the standards of this Subdivision Code and the Development Services Department Development Review Process document. The Planning and Zoning Commission shall use its best efforts to conclude its review of the application and supporting documents and report its findings to the Village Board within 45 days of the first meeting of the Planning and Zoning Commission held for the applicant. The Planning and Zoning Commission shall recommend approval, approval with modification, or disapproval and state their reason. However, no action shall be taken by the Planning and Zoning Commission based upon new or significantly altered plans or other application materials presented to them that have not been first reviewed by Village Staff.

I. *Village Board Action.* All decisions and findings of the Planning and Zoning Commission regarding development applications after public hearing/meeting shall in all instances be referred to the Village Board with a report (containing findings of fact) and recommendations. In no case shall the Planning and Zoning Commission refer an application to the Village Board prior to having received and reviewed all plans and supporting documents.

The Village Board shall use its best efforts to approve, approve with modifications, or deny such application or, remand the application back to the Planning and Zoning Commission for further

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consideration within 30 days of receipt of the Planning and Zoning Commission's findings. Notwithstanding any other provision of this Article to the contrary, within 105 days of the determination by the Village's Assistant Village Manager-Development Services that the proposed development conforms with the zoning, planning, engineering, and other standards (including, but not limited to, IDOT, MWRD, IDNR/OWR, etc., as these standards may be provided within the allotted time by the appropriate agency), the Village shall approve, deny, or remand the application. The Village shall take all reasonable actions necessary (including but not limited to the scheduling of meetings and review, by and before the Planning and Zoning Commission, Village Board, Village staff or departments) to comply with such 105-day deadline. Approval shall be effective for a period of nine months unless the Village Board grants a modification. If a final development application has not been approved within this time limit, a new preliminary development application shall be submitted.

All elements of the approval application, including but not limited to, all plans, submittal documents, specifications, project operation descriptions, and all conditions of approval shall be substantially complied with during initial construction, and during the occupancy and use of the site or facility, and during any vacancies of the site or facility. The Village shall have the right to require compliance with the approved plans and documents and to inspect properties for compliance on a periodic basis.

J. *Effect of Denial of an Application.* No application for development approval which has been denied wholly or in part by the Village Board shall be resubmitted for a period of one year from the date of said order of denial, except on the grounds of substantial new evidence, proof of changed conditions, or significant alterations in the petition found to be valid by the Planning and Zoning Commission and the Village Board.

K. *Submittal and Recording of a Final Plat of Subdivision.*

1. For the final plat of subdivision, the original plat document shall be submitted to the Assistant Village Manager-Development Services prior to Village Board review, and held until such time as it is ready to be recorded. The final plat shall contain all required signatures other than the approval of the Planning and Zoning Commission and Village Board. Evidence of the payment of the previous year's real estate tax bills shall be submitted with the original plat document.

2. Upon approval of a final plat of subdivision, the signatures of the Village President, Village Clerk, and Planning and Zoning Commission Chairman and secretary shall be affixed to the original plat document prior to recordation.

3. When all requirements have been met, the Village Clerk shall record said final plat document with the County Recorder. After the plat has been recorded, a reproducible copy shall be kept on file with the Village Clerk.

L. *Revocation.* Upon Village Board approval of a final development application, the applicant shall have nine months to obtain a building permit. Extensions of time may be granted by the Village Board for periods of six months. Failure to obtain a building permit or obtain an extension shall result in the final application being declared null and void.

M. *Amendments to Approved Applications.* Amendments to approved development applications shall be reviewed by the Assistant Village Manager-Development Services, who shall determine whether the changes are "staff level", "administrative", "minor" or "major".

Staff level changes shall be reviewed by Department of Development Services staff for compliance with all code requirements and shall be limited to non-significant impact alterations to an approved site plan.

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such as a change in species of plant material, minor adjustment in building materials, the addition of outdoor seating at a restaurant where there is no negative impact on parking or pedestrian access, addition of a dumpster or utility screen, or other minimal changes that do not materially affect the operational impacts or aesthetics of an approved site plan. Such changes may be approved by consent of the Assistant Village Manager-Development Services, or through the issuance of a building permit, where necessary.

Administrative site plan amendments shall be limited to the addition of landscaping and other changes to the site plan that meet or exceed current Code requirements where feasible in consideration of the existing improvements present on the site, and where a maximum increase to the gross building floor area would be not more than 20 percent of the existing gross floor area. An administrative site plan amendment may be granted if the above changes, on a long-term basis, will not substantially increase traffic to the location, the amount of noise, artificial light or other impacts. Such administrative site plan amendments may be approved by the Village Manager, following review procedures established by the Village

Minor amendments to previously approved applications shall be acted upon by the Village Board, through after review and recommendation by the Administrative Review Process, after receiving Planning, Building and Zoning Committee, who shall receive a recommendation from the Department of Development Services for consideration and final action on such amendments.

Major amendments to previously approved applications shall be conducted in accordance with the procedures and requirements for development review (by the Planning and Zoning Commission and Village Board) as specified in this Code. Application materials associated with a pre-application conference shall be submitted in accordance with the Department of Development Services Procedures for Amendments to Approved Development Applications. The Assistant Village Manager-Development Services may recommend to the Planning and Zoning Commission that the requirements for specific application materials be waived where submission of the document is not deemed to be warranted to ensure proper review and shall inform the Chair of the Planning and Zoning Commission of the waiver request.

N. *Certificates of Correction for Plats of Subdivision.* Certificates of Correction for changes to recorded plats of subdivision shall be reviewed in accordance with specific procedures provided by the Department of Development Services.

Certificates of Correction shall obtain Village approval prior to recordation. The Assistant Village Manager-Development Services shall determine whether the subdivision alteration is "minor" or "major". Minor changes shall be approved by the Village Board as certificates of correction, while major changes shall be reviewed by the Planning and Zoning Commission and approved by the Village Board. Major changes to plats of subdivision may necessitate submittal of a revised plat of subdivision, as determined necessary by the Assistant Village Manager-Development Services.

O. *Statement of Awareness.* A "Statement of Awareness" required by the Village Board as a condition of approval of a Plat of Subdivision may be recorded or registered with the recorder or the Registrar of Titles against all property described in the Plat of Subdivision in the same manner as a deed or other document relating to the title of real estate.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

ARTICLE 3. - LAND IMPROVEMENTS

- Sec. 10-3-1. - Land improvements.
- Sec. 10-3-2. - Public and private street design and regulations.
- Sec. 10-3-3. - Sidewalks/Pavement.
- Sec. 10-3-4. - Street lighting.
- Sec. 10-3-5. - Lot standards.
- Sec. 10-3-6. - Property monuments.
- Sec. 10-3-7. - Utilities.
- Sec. 10-3-8. - Water supply.
- Sec. 10-3-9. - Sanitary sewers and sewage disposal.
- Sec. 10-3-10. - Easements.
- Sec. 10-3-11. - Storm drainage.
- Sec. 10-3-12. - Stormwater detention.
- Sec. 10-3-13. - Erosion and sedimentation control.
- Sec. 10-3-14. - Preliminary mass grading.
- Sec. 10-3-15. - Grading.
- Sec. 10-3-16. - Soils investigations and physical tests.

Sec. 10-3-1. - Land improvements.

Improvements to be constructed to serve the approved site and/or subdivision shall be in accordance with the requirements of this Article and satisfactory assurance of the completion of the improvements shall be furnished or caused to be furnished to the Village Board by the developers or owners. Plans and specifications covering the construction of the improvements as required herein shall be prepared by a registered professional engineer of the State of Illinois.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-3-2. - Public and private street design and regulations.

A. A. ~~Public and Private Street Planning- General Provisions.~~

1. ~~Public streets as defined in Section 10-1-3 will~~shall be designed and improved in accordance with the requirements noted herein and of the governmental body having jurisdiction of such streets. For Village streets, this would include the Village of Hoffman Estates Development Requirements and Standards Manual, Municipal Code, and Standard Specifications. Private streets shall meet all applicable requirements of public streets, and shall be privately maintained.-

~~1. Maximum lengths of blocks shall be 1,800 feet. All blocks over 1,000 feet shall be provided with pedestrian ways with a width of at least ten feet at the approximate centers unless the provision for such pedestrian ways is not deemed necessary by the Village Board. The use of additional pedestrian ways in any instance to provide safe and convenient access to schools, parks or other similar designations may be specified by the Village Board.~~

~~2. No specific rule concerning the shape of blocks is made, but block design must consider lot planning, traffic flows, and public areas. Where appropriate or necessary for circulation and/or compatible uses, public rights-of-way shall provide for safe, efficient movements and access to future rights-of-way and adjacent parcels.~~

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~~1. 3. No street names shall be used which will duplicate, or be confused with, the names of existing streets in the Village or in the areas of contiguous Fire Districts or Fire Departments.~~

~~B. Roadway Improvements.~~

~~1. All pavement design shall meet the Village of Hoffman Estates Development Requirements and Standards Manual.~~

~~2. Whenever ground is encountered which, in the opinion of a soils engineer acceptable to the Department of Development Services, is unstable either before preparation of detailed plans or during the construction phase of the proposed improvements, no paving for public or private streets shall be placed thereon until such unstable materials are removed in their entirety and replaced with satisfactory material which shall be adequately compacted, or the unstable material shall be adequately stabilized, all in accordance with recommendations rendered by such soils engineer and as approved by the Village Engineer.~~

~~3. The design of all pavements shall be based on the minimum structural design number for the type of street in question. Asphalt seams for B.A.M. (bituminous aggregate mix), binder, and surface layers must be staggered by one foot.~~

~~a. Asphalt surface courses and binder courses shall be a minimum of one and one-half inches in thickness each.~~

~~b. All pavement materials can be installed from April 1 to November 1, weather permitting. Any work done after November 1 shall require authorization from the Village Engineer. This authorization will in no way void the contractor's and developer's required guarantee on the work done.~~

~~4. The typical asphalt cross section will consist of the following:~~

~~Approved Subgrade~~

~~Geotechnical Stabilization Fabric~~

~~Aggregate Base~~

~~Bituminous Aggregate Mix (B.A.M.)~~

~~Bituminous Asphalt Binder~~

~~Bituminous Asphalt Surface~~

~~All paved areas shall be constructed in accordance with the Standard Specifications. Particular attention is directed to the requirements for the replacement of soft and unstable material as contained in Article 202.03. Embankment shall be placed and compacted in accordance with Section 207 of said Specifications. At least one Standard density test (performed in accordance with AASHTO T99) shall be taken in each fill section, with the maximum distance between tests of 300 feet. One Standard Proctor Test shall be taken from each different source of borrow material. The Proctor and density tests must be submitted for review and approved by the Village Engineer. Upon approval of these tests, an inspection of the subgrade will be made by the Village and the subgrade must be approved prior to placing any type of curb and gutter or base material.~~

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~~5. Certification of Pavement Improvements. The Village shall require street cores to be taken and tested at random intervals before the final wearing surface is applied, to certify that construction has met Village requirements. If street core samples do not meet the required pavement design standards, an additional wearing course or other remedial action will be required.~~

~~6. A paved driveway shall be provided between the sidewalk or right of way and the garage or building unit served. The driveway shall match the apron width at the sidewalk, and the apron shall be not less than ten feet wide at the sidewalk line and widening uniformly to a 12 foot width at the curb line but not more than 30 feet for a residential driveway. Driveways shall be constructed in accordance with Standard specifications. The concrete for construction of the driveway shall be a six bag mix and test at 3,500 pounds in 28 days. New paved aprons shall be constructed of Portland cement concrete within the right of way between the sidewalk and street. Replacement aprons within the right of way between the sidewalk and street shall be replaced with Portland cement concrete, except if the driveway apron is constructed of bituminous concrete, then bituminous concrete may be used for this replacement. The Portland cement concrete or bituminous concrete shall meet the specifications of Section 11-3-5-C.~~

~~7. Combination concrete curb and gutter shall be provided on all streets in the subdivision. Concrete used for curb and gutter construction shall meet standard specifications.~~

~~8. All curb returns at street intersections shall have a radius of not less than 25 feet. In commercial areas, and all intersections with collector and arterial routes, the radius of curb returns shall be not less than 30 feet. Larger vehicles (semi-trailer combinations) may require additional space depending upon widths of streets and angle of turn.~~

~~9. Street name signs of a design to be approved by the Village Board shall be erected so as to identify every street within the subdivision. Such signs will conform to the Manual on Uniform Traffic Control Devices, and such signs will be provided and installed by the Village; however, the cost shall be borne by the developer. Signs damaged during construction of the subdivision shall be replaced at developer's cost. Traffic control signs, other than street name signs, shall be provided and maintained by the developer when construction activity is substantially completed in the subdivision, or when the subdivision is open to public access, as determined by the Village.~~

~~10. No speed bump, speed hump, or other such obstruction shall be constructed, placed or maintained on any private or public street, or any other paved area within the Village.~~

~~C. Minimum Standards for Streets.~~

~~2. 1. Public Street Rights-of-Way and Roadway Requirements. All rights-of-way and streets shall be subject to the following requirements and shall be improved with paved roadways to an overall width, measured from back to back of curb, in accordance with the following minimum dimensions. Final proposed roadway width may be increased~~modified~~ by the Director of Engineering~~Village Board~~ based on the anticipated use of the road. Intersection angles of 90° are recommended. Refer to Section 10-1-3, Definitions, for Intersection Sight Distance requirements.~~

	Minor Street	Collector Street	Arterial Street
Minimum width of right of way for public streets			

~~60' where adjacent to detached single family lots zoned R-1, R-2, R-3, R-4, R-5 or R-6.~~

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66' in all other instances. ⁴ -	80'	100'	
Minimum roadway widths		27' (parking permitted on one side only)	30' (with no parking) ⁴ -
			With median: 27' (in each direction with 14' median)
			Without median: 48'
Minimum radius of horizontal curve (measured from centerline of street)		200	350'
Minimum length of vertical curve of pavement surface		50' for each 1% algebraic difference of grade greater than 2 but in no case less than 50'	50' for each 1% algebraic difference of grade greater than 2 but in no case less than 100'
	Minimum length of tangent between reverse curves	50'	150'
			250'
Maximum longitudinal grade ³ -		7%	5%
Minimum longitudinal grade for tangent sections		0.50%	0.50%
Minimum longitudinal grade for curve sections		1.00%	1.00%

⁴ ~~Rights of way less than 66 feet in width shall only be permitted if all public and private improvements can be located and installed in accordance with Village and utility provider requirements. In some instances, utility ducts may be required due to space limitations.~~

² ~~Or as otherwise recommended by the Director of Engineering and approved by the Village Board.~~

1) ³ ~~Maximum longitudinal grade shall not exceed two percent within 50 feet of intersection measured from edge of pavement of intersecting street. Vertical curves cannot be provided within this distance.~~

3. ~~2.~~—Deviation from the approved standards may be approved if evidence is submitted that the proposed design is in accordance with street and highway geometric design criteria in accordance with the latest standards of the American Association of State Highway Transportation Officials (AASHTO) and the Illinois Department of Transportation (IDOT), with the approval of the ~~Director of Engineering~~ Village Engineer.

4. ~~3.~~—Streets shall be related appropriately to the proposed topography. Grades of streets shall conform as closely as possible to the topography consistent with provision of adequate sight distance. Topography permitting, a combination of steep grade curves shall be avoided.

5. ~~4.~~—Minor/Local (minor) streets shall be designed so that their use by through traffic will be discouraged.

6. ~~5.~~—Alleys are not permitted except where deemed necessary by the Village Board to serve

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non-residential areas.

7. 6.— CulStreet design shall be in accordance with current accepted Complete Streets principles and should reflect the needs and capabilities of all users and appropriate design vehicles, including passenger cars, trucks, buses, public transit, parking/loading, pedestrians, and bicyclists.

8. The physical and visible features of the street shall accommodate and communicate the intended operating conditions of the street. The context of each street within a development, Village and region in general shall be taken into account in street design. The Village Board shall have the authority to require features and elements of a street to be greater than the minimum standards based on the context of each street.

B. Street and Roadway Planning. There shall be no specific rule regarding the layout of streets and blocks, however, the following shall apply to all streets, blocks and development of any property in the Village.

2. Connectivity to the existing transportation network for all users shall be considered when new streets are designed or when existing streets are reconstructed, resurfaced, or modified.

3. Block design must consider lot planning, vehicle traffic flows, pedestrian and bicyclists, transit operations, and public areas. Where appropriate or necessary for circulation and/or compatible uses, public rights-of-way shall provide for safe, efficient movements and access to future rights-of-way and adjacent parcels.

4. Block lengths shall not exceed a maximum 1,000 feet in length without an intervening street, however, an ideal length should be approximately 600 to 800 feet. In unique circumstances the Village Board may consider longer block lengths as long as an intervening pedestrian way is provided near the mid-block point to afford convenient access to schools, parks, transit, and throughout the neighborhood in general. In determining block length, consideration shall be given to intersection spacing and design criteria.

5. Local streets within a neighborhood shall be designed to discourage use by vehicles whose trips do not originate or end within the same or an adjacent neighborhood.

6. Street classification shall be determined by the Village Board based on the intended function of each street within the Village's street network, and shall consider anticipated traffic volumes, connectivity to other streets, adjacent land uses, access, and other factors. The following shall generally apply:

Functional Classification	Design Speed
Local (Minor) Street	20 to 25 mph
Collector Street	25 to 35 mph

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Arterial Street	> 35 mph
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7. Street design shall provide adequate stopping sight distance in accordance with current transportation engineering standards.

8. Street design shall consider adequate passing sight distance where appropriate, in accordance with current transportation engineering standards.

9. Street design shall consider adequate sight distance at public street intersections, public driveways, and private driveways, in accordance with this code and current transportation engineering standards.

10. Design Controls applicable to street design include sight distance along the road and at intersections, design speed, design vehicle, and functional classification of the street. These design controls individually and in combination with the street planning principles will determine the horizontal and vertical alignments, travelled way and roadside features, intersection design, location and design of access, pedestrian and bicycle accommodations, among other street design elements.

11. Cul-de-sacs shall only be permitted when there is a practical difficulty in the design of the subdivision without the cul-de-sac and where snow operations are not substantially affected by cost of snow removal, snow storage, or difficulty of snow removal.

12. ~~7.~~ The maximum length of the cul-de-sac shall be 700 feet measured along the center line from the intersection at origin to the center of the turnaround area. Each cul-de-sac shall have a paved turnaround area having a minimum diameter of 80 feet. Each cul-de-sac shall have a terminus of nearly circular shape, which may be offset with a minimum R.O.W. diameter of 100 feet for public streets.

13. ~~8.~~ Street jogs with center line offsets of less than 125 feet names shall require approval by the Village. No street names shall be used which will duplicate, or be confused with, the names of existing streets in the Village or in the areas of contiguous Fire Districts or Fire Departments.

14. ~~be prohibited. Greater offsets~~ Right of way widths for public streets are shown below. These values are also applicable to private streets intended to function as public streets. Additional right of way width may be required at intersections or other areas, as determined by the Village for functional purposes.

	Local (Minor) Street	Collector Street	Arterial Street
<u>Minimum width of right-of-way for public streets</u>	66 feet ¹	80 feet	100 feet

¹ Where a Local Street is adjacent to detached single-family lots zoned R-1, R-2, R-3, R-4, R-5 or R-6, rights-of-way a minimum of 60 feet in width may be approved by the Village Board only if all public and private improvements, utilities, snow storage areas, etc. can be located and installed in accordance with Village and utility provider requirements. In some instances, utility ducts may be required due to space limitations.

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C. Alignment.

1. The combination of horizontal and vertical elements of street segments influences operation and performance of streets. The street alignment in residential areas should closely fit with the existing topography to minimize the need for cuts or fills while considering the crash frequency and severity potential for vehicles that run off the road. The function of local streets in residential areas is to provide land access, and therefore these streets should be designed to discourage through traffic. Street alignment in commercial and industrial areas should be commensurate with the topography but should be as direct as practical.

2. Horizontal Alignment

a. The planning and layout of streets shall give consideration to the length of tangent sections with the goal of achieving operating speeds consistent with the intended function of the street. Between reverse horizontal curves, the minimum tangent length shall be as shown or as dictated by superelevation design requirements. Long extended tangent sections of street should be avoided as a means to limit operating speeds for vehicle traffic.

	Local (Minor) Street	Collector Street	Arterial Street
<u>Minimum length of tangent between reverse curves</u>	<u>50'</u>	<u>150'</u>	<u>250'</u>

for-b. Curve radii shall be consistent with current transportation engineering design practice based on the design speed of the street and the intended operating speed. The minimum horizontal curve radii by street classification are shown below. For design speeds different than those listed in the functional classification table, the IDOT Bureau of Local Roads Manual and the AASHTO Geometric Design of Highways and Streets guide can be referenced.

Design Speed	Minimum Centerline Radius (feet)
<u>20 mph</u>	<u>95'</u>
<u>25 mph</u>	<u>180'</u>
<u>30 mph</u>	<u>300'</u>
<u>35 mph</u>	<u>465'</u>
<u>40 mph</u>	<u>675'</u>
<u>45 mph</u>	<u>945'</u>

Table Note: The values in the table above assume a normal crown section of 2% with no superelevation. For curves with the normal crown removed or where superelevation is used, other minimum centerline radii will apply. See IDOT Bureau of Local Roads Manual and AASHTO Geometric Design of Highways and Streets for additional guidance.

c. Superelevation is typically not used on local and collector and streets, however, if used,

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the superelevation rate shall not exceed 4%.

d. Horizontal curves, especially those of minimum radii, should not be placed at the end of long tangent sections of street nor be hidden by vertical features of the road alignment or roadside.

3. Vertical Alignment.

a. Grades for local residential streets should be as level as practical, consistent with the surrounding terrain.

b. Longitudinal Grade

2) The minimum longitudinal grade shall be what is required for adequate drainage or 0.5%, whichever is greatest.

3) The maximum longitudinal grade shall be what is required for operations. The maximum longitudinal grade shall be 7% for local streets and 5% for collector or arterial streets.

4) Where adjacent sidewalks are present, a maximum longitudinal grade of 5% is recommended.

5) The maximum longitudinal grade shall not exceed 2% within 50 feet of a public or private intersection measured from edge of pavement of intersecting street. Vertical curves cannot be provided within this distance.

c. The minimum vertical clearance shall be adequate to accommodate design vehicles at bridges, structures, traffic signals, and other vertical elements.

d. Vertical curves – The design of vertical curves is based on the design speed of the road and the algebraic difference between longitudinal approach grades. Design standards such as the IDOT Bureau of Local Roads Manual reference “k” values for crest and sag vertical curves depending on design speed to determine the length. State and national design guidelines provide details on these values but for reference the table below can be used.

<u>Design Speed</u>	<u>Minimum Length of Vertical Curve (feet)</u>
<u>20 mph</u>	<u>60'</u>
<u>25 mph</u>	<u>75'</u>
<u>30 mph</u>	<u>90'</u>
<u>35 mph</u>	<u>105'</u>
<u>40 mph</u>	<u>120'</u>
<u>45 mph</u>	<u>135'</u>

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e. The minimum length of a vertical curve should be equal to 3 times the design speed. Where the algebraic difference between approach grades is 0.6% or less, an angle point can be used with no vertical curve required.

4. Coordination of Horizontal and Vertical Alignments - The development of the horizontal and vertical features of the street shall take into consideration the combined effects on sight distance, drainage, driver expectancy, and intersection design. The combination of design features shall not limit or obscure visibility such as a horizontal curve following a crest vertical curve or an intersection being located in such a way that a horizontal or vertical curve restricts sight distance.

D. Elements within the Street Right of Way.

1. Travelled Way

a. The travelled way consists of the area used for the movement of vehicles, including lanes defined by pavement markings. The number of travelled lanes will be based on accepted transportation engineering practice considering factors such as functional classification, safety, and capacity.

b. The width measured from edge of pavement to edge of pavement for a typical local street shall be 24 feet. With B6.12 curb and gutter, the back of curb to back of curb dimension is 27 feet. On-street parking is typically allowed on one side of a local street.

c. The width measured from edge of pavement to edge of pavement for a typical collector street shall be 34 feet. With B6.12 curb and gutter, the back of curb to back of curb dimension is 37 feet. On-street parking is typically allowed on both sides of a collector street.

d. The width of arterial streets shall be based on the number and types of lanes, medians, and other features of the travelled way. On-street parking will be determined on a case by case basis.

e. The cross slope of the travelled way in the normal crown section shall be 2%.

f. Lane widths, where designated by pavement striping, may vary from 10 to 12 feet as determined by the Village. The type of lane (turning, through, etc.), the amount of truck traffic, design speed, pedestrian accommodations, bicycle accommodations, among other factors will be considered in the determination of an appropriate lane width.

g. The need for designated left turn lanes-- and right turn lanes will be determined based on the through and turning traffic volumes, the classification of the street, design speed, sight distance, and other factors as appropriate.

h. The length of turn lanes will be based on the findings of a traffic study prepared by a qualified traffic engineering professional as approved by the Village. A minimum length of 50 feet with tapers and transitions as defined by the IDOT Local Roads Manual and the AASHTO Policy on Geometric Design of Highways and Streets shall be used.

i. Parking. Where parking is permitted on a street, the following shall apply.

1) Parking lane widths. A typical parallel on-street parking lane width is a minimum of 8 feet measured from the face of the curb. Parking lanes may be striped in some

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situations to delineate the parking lane and the travel lane.

- 2) Per the Illinois Vehicle Code, parking is prohibited within 20 feet of a crosswalk.
- 3) Consideration should be given to the appropriateness of parking in proximity to parks, schools, churches, and other similar land uses that may experience a higher than typical pedestrian usage. Parking is typically prohibited on the side of the street adjacent to parks, school grounds, and other areas with high pedestrian activity.
- 4) Where on-street parking is permitted for streets where bicycle facilities are present, the parking design shall accommodate all requirements of bicycle facility design section of this code.
- 5) In some instances, on-street head-in or back-in angle parking may be considered. This determination will be made by the Village on a case by case basis. When used, the parking angle shall typically be 60 degrees. Also when used, consideration may be given to providing a buffer between the end of the angle parking stalls and edge of the traveled way to provide space for backing and bicycle use.

i. No speed bump or other such obstruction shall be constructed, placed or maintained on any private or public street or any other paved area within the Village.

k. The use of speed humps, split speed humps, raised intersections, speed tables, chicanes, diverters, neighborhood traffic circles or other features on any private or public street, or any other paved area within the Village shall be determined on a case by case basis by the Village Board through the Site Plan process. Review of any such features shall consider physical impacts on all road users, short and long term maintenance requirements, emergency vehicle access, snow plowing operations, and the potential benefits of the feature as compared to the potential impacts.

2. Edge of Travelled Way Treatments

a. Curb and gutter. Combination concrete curb and gutter shall be provided on all streets. Concrete used for curb and gutter construction shall meet standard specifications. (Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Vertical faced barrier curb (B6.12) is typically required on Village streets. In some cases, mountable (M3.12) curb may be allowed as determined by the Village.

b. Shoulders, where used in a rural cross section, shall be paved. A minimum width of 4 feet is desired. Aggregate and turf shoulders are discouraged for maintenance reasons. Shoulders are considered to be part of the clear zone dimension.

c. The slope of the shoulder should generally be away from the travelled way in tangent sections. Within horizontal curves, shoulder design will be performed on a case by case basis to ensure adequate drainage as well as accommodation for vehicles and other users.

3. Roadside Design

a. Roadside slopes on streets with rural cross sections should generally be 4:1 or flatter

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(Horizontal:Vertical).

b. The AASHTO Roadside Design Guide may be referenced for details on the need for barriers; barrier type, location, and design; and other features of the roadside.

c. Clear Zone and barriers. On all streets, a minimum clear zone of 1.5 feet should be provided between the curb face and obstructions in the roadside such as utility poles, light poles, and fire hydrants. Barrier curb and gutter (B6.12) shall be used on all edges of pavement for the roadside and median unless otherwise approved.

d. At intersections or driveways, the minimum lateral offset to obstructions should be 3 feet from the face of curb to accommodate the overhang requirements of turning vehicles. Appropriate turning vehicle templates should be used to verify the lateral offset to features of the roadside that may conflict with the turning vehicle's overhang.

e. Guardrail is not typically used on local streets except where there is a significant risk to motorists and pedestrians, such as along sections with steep foreslopes and at approaches to overcrossing structures.

f. On facilities without a curb and with a shoulder width less than 4 feet, a minimum clear zone of 4 feet from the edge of the traveled way should be provided. The following shall apply.

- 1) Parkway should be of a sufficient width to accommodate specific width for proper utility placement in accordance with Standards Manual and as per direction of the Department of Public Works.
- 2) Consideration should be given to placement of trees, utility poles, mailboxes, signs, light poles, fire hydrants, and other obstructions/improvements so they are located outside of the clear zone
- 3) Snow storage areas should be designed to take into account typical plowing operations, including locations of traffic control sign posts, fire hydrants, street lights, drainage patterns from snow melt, impact on intersection sight distance, pedestrian paths, etc.

g. Pedestrian Facilities

~~Sec. 10-3-3. Sidewalks.~~

- 1) Concrete sidewalks shall be provided throughout subdivisions ~~on both sides of the street and along intersecting street frontages to promote connectivity and serve the anticipated needs of pedestrians.~~ Such walks, both public and private, shall be located in accordance with proper land planning procedures and with due regard for public safety and anticipated concentration of pedestrian and bicycle traffic and shall comply with all applicable accessibility requirements. Maximum separation shall be provided between sidewalks and vehicular travel areas. Sidewalks along minor streets shall be constructed to meet Standard Specifications to a width of not less than five feet in both residential and non-residential areas.
- 2) Sidewalks shall be a minimum of 5 feet in width. Additional width, up to 8 feet or greater, shall be required in commercial areas depending on the specific

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characteristics of the development environment. Public Right of Way Accessibility Guidelines (PROWAG) should be referenced to determine appropriate design. Additional sidewalk width in excess of 5 feet may also be provided in the vicinity of transit stops or where groups of pedestrians may cross a street.

- 3) Sidewalk should be located one foot inside the right of way line unless otherwise approved by the Village.
- 4) Sidewalk connections shall be provided to the curb and other waiting areas where transit stops are currently located or may be positioned in the future.
- 5) Sidewalks shall be kept clear of obstructions, including street furniture, poles, manholes, structures, and adjacent landscaping. If approved by the Village, some manholes for utilities may be located in the sidewalk but this is generally not a preferred location
- 6) The design of all sidewalks shall meet all Federal and State accessibility requirements.
- 7) Truncated domes used in accessibility ramps shall meet requirements of the Standards Manual.
- 8) A pedestrian crossing should be provided at all intersections and at midblock locations where it is determined that significant pedestrian activity can be expected. Special treatments to raise awareness of the crossing include warning signs, flashing beacons, rectangular rapid flash beacons, in pavement signs, and other options as approved by the Village.
- 9) Pedestrian crossings at signalized intersections shall be equipped with countdown timers, pedestrian actuation buttons, and appropriate signing.
- 10) Sidewalks shall be designed to accommodate pedestrians as the primary user, however, use of sidewalks by bicycles, skateboards, non-motorized scooters, etc. shall be subject to all applicable regulations and laws.

h. Bicycle Facilities

- 1) Bicycle facilities shall be provided and designed in accordance with the Village's Comprehensive Bicycle Plan and as required by the Village Board. The bicycle plan identifies locations of on-street and off-street bicycle facilities by type.
- 2) Both on-street and off-street bicycle accommodations may be evaluated to determine the most appropriate facility type.
- 3) The Northwest Municipal Conference (NWMC) regional bicycle plan identifies various corridors serving the area. The NWMC Regional Bicycle Corridor Plan should be consulted when determining if specific connections and accommodations should be made for bicyclists.
- 4) The criteria for the design of on-street and off-street bicycle facilities are found in the current edition of the AASHTO Guide for the Development of Bicycle Facilities.

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- 5) Consideration should be given to bicycle detection at signalized intersections on designated bicycle facilities and as determined by the Village.
- 6) Bicycle parking is discussed in Article 5 of this chapter. Some aspects of bicycle parking design may apply to the public right of way or public facilities.
- 7) Bicycle paths shall be designed to accommodate bicyclists as the primary user, however, use of bike paths by pedestrians, skateboards, non-motorized scooters, etc. shall be subject to all applicable regulations and laws.

i. Bus and other Transit Stops

- 1) Determination of the location of transit stops should be made in consultation with the appropriate transit agency. The PACE Transit Development Guide provides information on the size of the design vehicle, requirements for turning space, criteria for location and design of bus stops, and pedestrian accommodations, among other items.
- 2) Typical street widths and curb radii should be adequate to accommodate school buses. The appropriate School District should be contacted when needed. As school bus routes and stop locations can vary from year to year, street designs that provide adequate accommodations at all public street intersections should minimize the need for changes.
- 3) Coordination with Pace and other transit agencies should occur to assist in determining the need for transit accommodations.
- 4) Planning - The planning and layout of the street network, lot configuration, and block spacing should give consideration to promote accommodations for transit users. This includes connectivity between residential areas and adjacent collector and arterial streets for pedestrians.

4. Medians. The median of a roadway serves to separate traffic traveling in opposite directions. The median may be striped with pavement markings or may consist of either mountable or barrier curb along its edge with the traveled way

- a. Medians are applicable in some instances to collector and arterial streets. The Village shall determine the locations of medians. Coordination with other agencies will be required for median types and designs on streets under the jurisdiction of others.
- b. The median may be designated for use as a left turn lane as determined by the Village.
- c. Between intersections, the median may be striped with pavement markings to function as a two-way left turn lane as determined by the Village.
- d. Center roadway medians shall be used on public and private streets and drive aisles as determined appropriate by the Village Board through the site plan review process.
- e. Raised median landscape (barrier curb) design shall provide for a minimum back-of-curb to back-of-curb dimension of six (6) feet where adjacent to turn lanes and a minimum of eight (8) feet where adjacent to through travel lanes. Such median area shall be landscaped with turf and shade trees as approved by the Village.

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- f. Pedestrian refuge area – the median width shall be a minimum of 6 feet to function as a pedestrian refuge. Detectable warnings shall be used as required by State and Federal standards.
- g. On collector and arterial streets with raised curb medians, openings should be provided only at intersections with other streets and at reasonably spaced driveways serving major traffic generators. Median openings should be located only where there is adequate sight distance.
- h. The design of collector and arterial streets with raised-curb medians should include drainage systems with drainage inlets and catch basins.

E. Traffic Control Markings and Signage.

- 1. All traffic control signs, pavement markings, and traffic signals shall conform to the Manual on Uniform Traffic Control Devices (MUTCD). Consistent and uniform application of traffic control devices is important. Details of the standard devices and warrants for many conditions are found in the MUTCD.
- 2. Geometric design of streets should consider treatments to minimize the number of traffic controls and regulations needed.
- 3. Street name signs of a design to be approved by the Village Board shall be erected so as to identify every street within the subdivision, and at the developer's cost. Such signs will conform to the Manual on Uniform Traffic Control Devices (MUTCD). Signs damaged during construction of a subdivision shall be replaced at developer's cost. Traffic control signs, other than street name signs, shall be provided and maintained by the developer when the subdivision is open to public access, as determined by the Village.
- 4. Pavement markings shall be in accordance with Standards Manual.
- 5. Utilization of signage and pavement markings to restrict turning movements at intersections and driveways are generally discouraged. It is preferred that access control be achieved through appropriate design methods. In situations where it is necessary to restrict turning movements for safety or operational reasons, as determined by the Village, the use of physical and traffic control measures may be permitted. Time of day and day of week limits on turning movements may be appropriate in certain situations, as determined by the Village.

F. Intersections.

- 1. Intersection design criteria
 - a. Intersection spacing shall conform to block length requirements.
 - b. Intersections with an offset less than 125 measured between centerlines shall be prohibited. Greater offsets may be required for collector and arterial streets to accommodate turn lanes, however offset intersections are generally discouraged.
 - d. Intersection angles of 90 degrees are recommended. This applies to public and private street intersections as well as driveways. The alignment design should be adjusted to avoid an angle of intersection of less than 70 degrees

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- c. Channeling islands may be needed to define excess pavement space and to delineate appropriate turning paths.
- 2. Sight Distance. The visibility at a street or driveway intersection is measured along the through roadway to provide drivers an opportunity to see traffic on the major street for completing crossing or turning maneuvers. Intersections, including median openings shall be designed according to this section.
 - b. Sight distance is measured from an assumed driver's eye height of 3.5 feet to a target height of 3.5 feet. The assumed driver position on the minor street approach is 14.5 feet from the edge of the major street travelled way.

A visual obstruction is assumed if an object or feature is between the heights of 2.5 and 6 feet, other than vehicles legally parked in designated parking spaces. Shade trees with branches a minimum of 6 feet above grade may be located within intersection sight distances. (Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

- c. _____
- d. Sight distances at uncontrolled intersections shall be a minimum of 30 feet along each leg without visual obstructions.
- e. The legs of the intersection triangle shall be measured along each curb of the intersecting streets and from the point where said curb lines or extension thereto intersect.
- f. The intersection sight distance shall meet the requirements shown in the following table:

		Sight Distance Table¹							
		Design Speed of Through Road (MPH)							
		20	25	30	35	40	45	50	55
Sight Distance (In Feet)	Left Turn from minor street stop	225	280	335	390	445	500	555	610
	Right Turn from minor street stop	195	240	290	335	385	430	480	530

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<u>Left Turn from major street</u>	<u>165</u>	<u>205</u>	<u>245</u>	<u>285</u>	<u>325</u>	<u>365</u>	<u>405</u>	<u>445</u>
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Table Notes: The values in the table assume a major street road width of two lanes and are based on passenger car operations for grades less than 3%. Refer to AASHTO Policy on Geometric Design of Highways and Streets for adjustments to account for conditions which differ from these assumptions. If a median is present on the major street and it is wide enough to store the design vehicle, then the left turn maneuver from the minor street can be treated as a two stage crossing.

3. The radius of the intersection curb return should be no greater than that needed to accommodate the design turning radius. The effective turning radius can include the width of the parking area where on-street parking is allowed.
4. In commercial areas with no on-street parking, the radius of the curb return should not be less than 25 feet.
5. Larger vehicles (semi-trailer combinations) may require additional space depending upon widths of streets and angle of turn. Encroachment into oncoming lanes during the turn should be avoided.
6. The placement of sidewalk ramps at intersections should create two distinct crossings at right angles rather than one single ramp in the middle of the curb radius.
7. The size of the corner radii shall consider the effects on turning speeds by vehicles smaller than the design vehicle, crossing distance for pedestrians, effect on sight lines, and right of way availability.
8. Intersections shall be designed based on anticipated traffic volumes of each transportation mode using the intersection. Preference should be given to designs that minimize the number of vehicular conflict points.
9. The number and types of lanes for collector and arterial street intersections shall be based on an analysis using the procedures of the Highway Capacity Manual or other method approved by the Village.
10. As a general rule, intersection operations should achieve an operating Level of Service of D or better for each movement at the intersection during the analysis hour. These periods are typically the morning and afternoon weekday peak hours; other hours may be identified by the Village for use in the analysis of intersection operations.
11. Intersection design shall be conducted to give consideration to accommodations of all users; motor vehicles of various sizes, transit vehicles, pedestrians, and bicyclists.
12. Selection of an appropriate design vehicle is required. At a minimum, all intersections shall accommodate a Village Fire Department vehicle. Requirements of the State and Cook County, and other agencies may dictate use of a different design vehicle.

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13. Accommodations for pedestrian and bicyclist crossings should be provided as well as consideration for transit service.
14. The intersection design and layout should strive to accommodate all movements. Design alternatives that restrict movements are generally discouraged. Exceptions include situations where there access control, safety, and /or traffic operations dictate otherwise.
15. Roundabout intersection designs are viable alternatives in most cases and should be evaluated in the set of potential options. The Federal Highway Administration's publication on the Design of Modern Roundabouts should be consulted during the evaluation and design of intersection type.
16. Traffic Controls
 - a. Traffic controls shall meet all provisions of the Development and Standards Manual and the Manual on Uniform Traffic Control Devices.
 - b. Intersections typically should be designed and operated with the minimum level of traffic control needed to safely and efficiently serve users.
 - c. The selection of the level of traffic control for intersections shall be based on volume of traffic, speed, sight distance, functional classification, pedestrian and bicycle activity, and other factors as determined by the Village. Redesign or modifications of existing intersections may also consider reported crash history in the evaluation of intersection control options. The Village uses the Manual on Uniform Traffic Control Devices to evaluate the need for traffic controls.
17. Pedestrian, Bicycle, and other user Accommodations
 - a. Intersections – Marked Crosswalks
 - 1) School crosswalks shall be established adjacent to the school property as well as at locations on the walking route to school as determined by the Village. School crosswalks are typically marked with a Continental striping configuration.
 - 2) Other crosswalks will be marked as directed by the Village based on the physical and operating characteristics of the area. Crosswalks other than school areas are typically marked with a Standard striping configuration.
 - b. Midblock crossings may be used in situations where long blocks exist or at locations where the surrounding land use and pedestrian connectivity indicate a need. When used, midblock crossings will be marked with Continental striping configuration and warning signs.
 - c. Intersection Treatments
 - 1) Pedestrian and bicycle movements should be accommodated to the degree practical on each leg of an intersection. Local streets typically do not require traffic control signs or markings for crossings. Crossings on collector and arterial streets shall be considered on a case by case basis to determine the required level of traffic control using factors such as speed, volume, visibility, terrain, proximity of pedestrian and bicycle generators and attractions, among other factors.

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- 2) Crosswalk pavement markings shall consist of a standard marking of two parallel six inch white lines delineating the crosswalk. School crosswalk markings referred to as the Continental configuration consist of white longitudinal markings, 1 to 2 to feet wide with a 2 to 3 foot gap. The size and spacing of the Continental marking can be adjusted so that wheel paths fall within the gaps between the white striped markings.
- 3) Advance and crossing warning signs may be used where approach sight distance is limited or as determined by the Village.
- 4) Warning beacons, either standard flashing beacons or rectangular rapid flash beacons may be used where emphasis is needed for the crossing.
- 5) Curb extensions/bump-outs should be considered along primary routes to school and locations where significant pedestrian activity is expected to occur. The width of the curb extension should not exceed that of the parking lane width. Turn radii shall be based on the design vehicle turning requirements. Crosswalk signs and Continental striping configuration shall be used with curb extensions.
- 6) A required median island refuge shall provide a minimum of six (6) feet of refuge area.
- 7) Channelizing island refuges shall be used at intersections where excess undefined pavement space exists for turns.
- 8) Accessible ramps, truncated domes, pedestrian signal heads with countdown timer pushbuttons at traffic signals shall be incorporated into the design.

G. Driveways.

1. A paved driveway shall be provided between the sidewalk or right-of-way and the garage or building unit served. The driveway shall match the apron width at the sidewalk.
2. Driveways shall be constructed in accordance with the requirements of Chapter 9 and Chapter 11 of the Municipal Code and shall conform to the Standard specifications.
3. The principles of intersection design apply directly to driveways. In particular, driveways should have well-defined locations and afford adequate lines of sight. Large graded or paved areas adjacent to the traveled way that allow drivers to enter or leave the street randomly are not allowed.
4. Sight distance is an important design control for driveways. Driveway locations where sight distance is not sufficient will not be permitted. Horizontal and vertical obstructions to the driver's line of sight will be evaluated as part of the intersection design.
5. Non-residential and multifamily driveways shall be located as far as practical from adjacent intersections and shall consider the location of adjacent access points on the same and opposite sides of the street. For major entrances, a traffic study should be conducted to evaluate the location and spacing of drives serving commercial properties.
6. Cross connections of adjacent properties are encouraged and may be required as part of site plan approval to better manage and control the number and locations of driveways on the

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public street.

7. The width of the driveway for a non-residential or multifamily properties shall be based on the findings of a traffic analysis for the property. A median to separate entering and exiting traffic should be considered when there is more than one lane entering or exiting the property.

Sec. 10-3-3. - Pavement.

A. All pavement design and construction in the Village of Hoffman Estates shall meet the Village of Hoffman Estates Development Requirements and Standards Manual.

B. Certification of Pavement Improvements. The Village shall require street cores to be taken and tested at random intervals before the final wearing surface is applied, to certify that construction has met Village requirements. If street core samples do not meet the required pavement design standards, an additional wearing course or other remedial action will be required.

Sec. 10-3-4. - Street lighting.

A. All streets in the Village of Hoffman Estates shall be provided with a complete lighting system, in accordance with plans prepared by a registered professional engineer of the State of Illinois, and submitted to the Village Engineer for approval. The lighting system shall be of such design as to promote a safe traffic way for pedestrians and vehicular movement.

B. The design and installation of lighting system shall conform in all aspects to Village of Hoffman Estates Development Requirements and Standards Manual.

C. The street lighting system shall consist of light poles placed at intervals of 250 feet on ~~arterials, all new arterial and collector streets, at curves, and at~~ all other areas requiring lighting for safety. Minor streets shall have at a minimum, light poles located at each intersection, curves, long mid-blocks and as directed by the Village Engineer. Pedestrian and bicycle crossings located at midblock locations shall be illuminated.

D. The street lighting system shall essentially consist of poles, luminaries, cables and photo cell controllers. The system shall be group operated, centrally controlled, properly protected, and shall pass a megohm insulation resistance test prior to final connection and approval, and shall meet the requirements set forth in the Standard Specifications.

E. Under special conditions, the Village Engineer may designate larger lamps, higher poles or vary the spacing as deemed necessary, beyond the requirements of the Village's Development Requirements and Performance Standards Manual.

F. ~~No additional building permits or occupancy permits shall be issued to any unit of any subdivision 60 days after the first occupancy permit is issued in such unit of such subdivision if the street lighting system is not approved pursuant to sub-section D above, and such street lighting system is not in operation.-~~

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-3-5. - Lot standards.

A. All attached and detached single-family lots shall abut on a public street except those single-family lots within an RPD District, which may abut on a private common access road, whose maintenance will

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be the responsibility of the homeowners' association, subject to standards as approved by the Village Board. Landscaping shall be provided along such private common access roads consistent with that required along public streets.

B. Side lines of lots shall be approximately at right angles or radial to the street line.

C. Double frontage (through lots) are to be avoided except where lots back upon a major thoroughfare and in such instances vehicular access between the lots and the thoroughfare is prohibited.

D. The dimensions, areas, and set-back lines of lots shall in no case be less than that required by the Zoning Code and Building Code of the Village of Hoffman Estates.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-6. - Property monuments.

A. A benchmark monument shall be installed upon completion of the major construction items in all developments in a location approved by the Village Engineer. The monument shall include a USGS elevation and State Plane coordinates. The monument shall be a concrete cylinder, eight inches in diameter, six feet deep with the monument top at grade.

B. Pipes or steel rods shall be placed at corners of each lot and at each intersection of street lines, angle points and points of curvature and tangency upon completion of all major construction items.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-7. - Utilities.

All utility services shall be located underground. All private utility crossings of Village streets and any other pavement areas shall be made to minimum depth of 36 inches from the top of curb or 30 inches from the pavement surface. This depth shall extend a minimum of two feet from the back of curb.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-8. - Water supply.

A. All residential, commercial, industrial, and community facility buildings or structures shall be served by a complete water supply and distribution system which shall be publicly owned to the shutoff valve. The design, materials, and construction of the system shall be in accordance with the requirements of the Illinois E.P.A. and the Illinois Plumbing Code.

B. The developer/owner shall extend the watermain system in the size required by the Engineering Division to the boundary of the site or subdivision, and to the nearest connection point, as required by the Village.

C. Water distribution facilities shall include pipe, fittings, hydrants, valves, valve vaults, valve boxes, water services, and other required or needed appurtenances, and shall be subject to the following requirements:

1. Watermains shall have a minimum internal diameter of eight inches.

2. All water distribution systems shall have two connection points or be looped to avoid dead

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ends. If a looped system cannot be provided, dead end mains shall not exceed 150 feet in length and a fire hydrant shall be installed at the watermain termination point.

3. Fire hydrants shall be installed on all water distribution mains throughout the entire system with a maximum distance of 300 feet between hydrants, and a maximum of 250 feet between any structure and a fire hydrant. Spacing between hydrants shall be measured along the normal route of vehicular travel between hydrants. A hydrant shall also be provided within 100 feet of any building automatic fire sprinkler system or standpipe connection.

4. Water service connections shall be provided to serve each structure on the site or in the subdivision, shall have a minimum internal diameter of one and one-half-inch, and shall be constructed in accordance with the standards and specifications of the Engineering Division and Public Works Department. Such services shall be equipped with all necessary fittings, and shall be installed before roadway pavement is constructed. Gate valves with valve vaults shall be installed on the water distribution system at appropriate intervals.

D. Watermains may be placed only in public right-of-way or in easements. If constructed beneath existing or proposed pavement, all trenches caused thereby shall be backfilled and properly compacted in accordance with the Village of Hoffman Estates Development Requirements and Standards Manual.

E. On all residential lots, the water shut off (buffalo box) for each lot shall be installed within the public right-of-way between the road edge and the property line. Any water shut off within a right-of-way shall not be located within driveway aprons or sidewalks.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-9. - Sanitary sewers and sewage disposal.

A. All residential, commercial, industrial, and community facility structures or buildings shall be served by a complete system of sanitary disposal facilities which shall be publicly owned and operated except for service lines to the buildings. If interim sewage disposal facilities are necessary prior to the completion of the permanent sewage disposal facilities, plans for such work will be submitted to the Village Engineer for approval of such interim facilities.

B. The developer/owner shall extend the sanitary sewer system in the size required by the Village to the boundary of the site or subdivision, and to the nearest connection point, as required by the Village.

C. Sanitary sewer systems shall be designed and constructed in accordance with the requirements of the Metropolitan Water Reclamation District of Greater Chicago (MWRD) and the Village of Hoffman Estates Development Requirements and Standards Manual. No oxidation ponds, seepage lagoons, or holding lagoons shall be constructed except upon specific approval of the Village Board. Sanitary and storm sewers shall not be combined. Sanitary sewers shall be constructed of materials in accordance with the Standard Specifications. Sanitary sewer service connections constructed of material which has been approved by the Village shall have a minimum inside diameter of not less than six inches. Sewer service stubs shall be installed to each lot prior to the construction of street pavements.

D. Sewers shall be placed only in public rights-of-way; however, if approved, sewers may be placed in easements where unique circumstances apply, as determined by the Village of Hoffman Estates. Sewers shall be placed in trench backfill material that is properly compacted in accordance with the Village of Hoffman Estates Development Requirements and Standards Manual.

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E. Sanitary sewer manhole structures shall be located near property lines. These structures shall not be located within driveway aprons or sidewalks.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-10. - Easements.

A. Where subdivision and/or parcel abuts a natural watercourse, a drainage easement shall be provided. The easement shall have a width so as to fully contain the watercourse and separate it from adjoining property. An outlot fully containing the watercourse (of a 100 year event) shall also be provided where deemed necessary by the Village of Hoffman Estates. The width of the watercourse shall be approved by the Village Board.

B. Easements shall be provided centered on rear or side lot lines, or across lots where necessary, on all lots for utilities and drainage, and shall be at least ten feet wide. The placement of easements shall also consider good planning practice, including but not limited to existing site conditions, topography, etc.

C. All public and private utilities shall be located within the right-of-way or within an easement approved by the Village of Hoffman Estates.

D. All detention or retention facilities serving more than one parcel shall be located within an easement.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-11. - Storm drainage.

A. Adequate provisions shall be made within the site or subdivision for proper drainage of stormwater. All street pavements shall be provided with drainage inlets discharging directly into a storm sewer system which shall conduct such stormwater to an established watercourse or outfall sewer. Inlets shall be placed in gutter lines of pavement at such intervals as may be necessary to ensure proper drainage, and shall be located away from sidewalk ramps.

B. All street pavements within the site or subdivision shall include a combination concrete curb and gutter. Underdrains shall be installed in back of the curb and gutter if conditions warrant its use, as determined by the Village Engineer.

C. All storm sewers and connection pipes between drainage structures and storm sewers which are constructed beneath existing or proposed paving improvements shall be backfilled with trench backfill material in accordance with the standards and specifications of the Engineering Division and Public Works Department.

D. The design of the drainage system within the development shall anticipate and provide capacity for other drainage from naturally tributary land. Such design shall provide adequate capacity for transmitting such drainage from the other tributary areas on the basis of the ultimate development of such other tributary areas, but such drainage system need not make provision for the retention of drainage from other tributary areas.

E. All lots within a subdivision shall be graded in a manner so that the rear portion shall not drain towards the street unless done so by means of stormwater pipes. In no case shall the overland discharge course exceed 200 feet without flowing into a stormwater pipe. Spacing of catch basins or

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inlets shall not exceed 300 feet or as required by the Village Engineer to ensure proper drainage.

F. There shall be no overland discharge from sump pumps. All sump pump discharges shall discharge into a drainage structure or pipe. Only sump pumps which would discharge into a receiving water body will be allowed outside of the storm sewer system.

G. Storm sewer manhole structures shall be located near the property lines. These structures shall not be located within driveway aprons or sidewalks.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-12. - Stormwater detention.

A. *Metropolitan Water Reclamation District.* All rules and regulations of the Metropolitan Water Reclamation District of Greater Chicago (MWRD) and the Village of Hoffman Estates relative to stormwater shall be applicable and subject to the modifications enumerated hereinafter.

B. *Storage Requirements.*

1. The live detention storage to be provided will be calculated on the basis of the 100-year frequency rainfall as shown in Bulletin 70, State of Illinois, Department of Energy and Natural Resources for this area. The detention volume required will be that necessary to handle the runoff of a 100-year rainfall for any and all durations, from the fully developed drainage area tributary to the reservoir, subtracting that volume discharged during the same duration at the approved release rate. Stormwater storage in parking lots and drive aisles shall provide for a clear path for building occupants (employees, visitors, residents, etc.) to travel between parked vehicles and the building entrance without walking through standing water. Water may pond in drive aisles up to three inches in depth as part of a stormwater storage system only if it meets the foregoing criteria.

2. Detention is required for any residential parcel five acres or greater in size and for any non-residential parcel one-half acres or greater in area.

C. *Storm Sewer Release/Detention Basin.* All overland release of stormwater must be routed through the detention basin to aid in water quality. Best Management Practices (BMP) shall be used to improve water quality as much as possible before leaving the development site. Best Management Practices include but are not limited to bioswales, infiltration basins or trenches, wetland basins, rain gardens, or others as approved by the Director of Engineering.

D. *Release Rate.* The release rate of stormwater from all developments requiring detention shall follow both Metropolitan Water Reclamation District (MWRD) and Village of Hoffman Estates requirements and shall not exceed the stormwater runoff rate from the area in its natural undeveloped state and as may be further limited by the carrying capacity of the natural channels or storm sewer system. The Village will accept the release rate of not greater than that calculated from a storm of three year frequency with a runoff rate coefficient of 0.15, unless the applicant can show by his detailed calculations, which must be acceptable to the Metropolitan Water Reclamation District and the Director of Engineering, that the discharge rate of the natural outlet channel serving the area is greater. In order to eliminate small multiple discharge outlets, not more than one outlet from a site shall be provided unless authorized by the Director of Engineering.

E. *Drainage System.* Drainage systems shall have adequate capacity to bypass through the development the flow from all upstream areas for a storm of design frequency assuming that the land is

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in a fully developed state under present zoning or as proposed under the Village Comprehensive Plan. The bypass flow rate shall be computed utilizing a runoff coefficient of not less than 0.35. An allowance will be made for upstream detention when such upstream detention and release rate has previously been approved by the Village and that evidence of its construction can be shown.

F. *Overland Flow.* The overland flow path for all developments must be shown on final plan documents. The overland flow path should avoid private property, and streets should be used whenever possible. Water exceeding one foot deep in paved areas and two feet deep in unpaved areas shall be prohibited in the overland flow path.

Overland flow in parking lots shall not occur in parking stalls. It shall be limited to drive aisles and other areas where parking does not occur. The area inundated by water shall be located away from residences and shall not exceed three hundred feet across in any direction. There shall be a freeboard (vertical separation of at least 18 inches between the high water of the overland flow path at the 100-year storm event and the lowest grade adjacent to any building.

G. *Stormwater Management Minimum Requirements.* All developments which do not meet MWRD or Village minimum acreage for detention volume requirements for residential and non-residential development as specified in B.2. above, must utilize Best Management Practices (BMP's) to reduce the rate of runoff and improve water quality. This may include but not be limited to bioswales, rain gardens, or similar infiltration systems designed for stormwater control.

H. *Maintenance.* The owner of any parcel upon which a detention area, drainage swale, or ditch is located shall be responsible for the maintenance of any such detention area, swale, or ditch, including maintenance of landscaping, any necessary dredging, and the maintenance of such facilities in proper functioning condition unless a property owner's association undertakes such maintenance, or unless the Village elects to own such facilities, in which case such association or the Village, as the case may be, shall undertake such maintenance. All wet and dry basins must be maintained to prevent soil erosion and loss of bank. Any indication of unsightliness, weeds in excess of ten inches tall, loss of property, disruption of utilities, or other conditions which pose a safety risk, must be abated to the satisfaction of the Village Engineer. The Village shall have the right to enter upon the subject property and maintain all detention and retention areas, swales, or ditches not owned by it, upon any owner's or association's failure to do so (after reasonable notice and the continued failure of such owner or association to maintain such system), and to assess such owner or such association for the costs (including attorneys' fees and litigation expenses) reasonably incurred by the Village in undertaking such maintenance.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-13. - Erosion and sedimentation control.

A. *General Principles.* It is the objective of this Section to control soil erosion and sedimentation caused by development activities in the Village. Measures taken to control erosion and sedimentation shall be adequate to assure that sediment is not transported from the site and shall be in accordance with the "Procedures and Standards for Urban Soil Erosion and Sedimentation Control" adopted by the North Cook County Soil and Water Conservation District (or Kane-DuPage Soil and Water Conservation District, where appropriate). The following principles shall apply to all development activities within the Village and to the preparation of the submissions required under Section 10-3-14

1. Development should be related to the topography and soils of the site so as to create the least potential for erosion. Areas of steep slopes where high cuts and fills may be required should

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be avoided wherever possible, and natural contours should be followed as closely as possible.

2. Natural vegetation should be retained and protected wherever possible. Areas immediately adjacent to natural watercourses should be left undisturbed wherever possible.
3. The smallest practical area of land should be exposed for the shortest practical time during development.
4. Sediment basins, debris basins, desalting basins, silt traps or filters must be installed and maintained to remove sediment from run-off waters on land undergoing development. Soil erosion control measures must be in place prior to any construction.
5. The selection of erosion and sedimentation control measures should be based on assessment of the probable frequency of climatic and other events likely to contribute to erosion, and on evaluation of the risks, costs and benefits involved.
6. In the design of erosion control facilities and practices, aesthetics and the requirements of continuing maintenance should be considered.
7. Provision should be made to accommodate the increased run-off caused by changed soil and surface conditions during and after development. Drainageways should be designed so that their final gradients and the resultant velocities of discharges will not create additional erosion.
8. Permanent vegetation and structures should be installed as soon as practical during development. Refer to Article 4 of this Code for a listing of recommended planting seasons.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-14. - Preliminary mass grading.

A. *Project Approval.* Except as otherwise provided in this Code, no person shall commence or perform any grading, stripping, excavating, or filling of land without having first obtained Preliminary Plan and mass grading approval from the Village Board. Only after Village Board approval, the submission of a mass grading guarantee, and having all erosion control in place will any work be allowed to commence.

B. *Submissions.* Each request for mass grading approval shall be accompanied by the following information:

1. A vicinity map in sufficient detail to enable easy location in the field of the mass grading is sought, including the boundary line and approximate acreage of the site, existing zoning, a legend and a scale.
2. A development plan of the site showing:
 - a. Existing topography of the site and adjacent land within approximately 100 feet of the boundaries, drawn at ~~no greater than two~~ one-foot contour intervals and clearly portraying the ~~conformation terrain~~ and drainage patterns of the area.
 - b. The location of existing buildings, structures, utilities, water bodies, floodplains, drainage facilities, vegetative cover, paved areas and other significant natural or man-made features on the site and adjacent land within approximately 100 feet of the boundary.

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c. A general description of the predominant soil types on the site, their location, and their limitations for the proposed use.

d. Proposed use of the site, including present development and planned utilization; areas of excavation, grading, and filling; proposed contours, finished grades, and street profiles; provisions for storm drainage, including the control of accelerated runoff, with a drainage area map and computations; kinds and locations of utilities; and areas and acreages proposed to be paved, covered, sodded or seeded, vegetatively stabilized, or left undisturbed.

e. Where berms/embankments are used, berm/embankment side slopes no steeper than 2:1 (horizontal vs. vertical) when planted with trees, shrubs, or non-turf groundcover, or 3:1 (horizontal vs. vertical) or less when planted with turf. Natural contours should be followed as closely as possible; square, rectangular or linear berms shall be avoided. Areas of steep slopes that are potentially difficult to maintain shall be avoided.

3. An erosion and sedimentation control plan showing:

a. All erosion and sedimentation control measures necessary to meet the objectives of this Section throughout all phases of construction, and permanently after completion of development of the site.

b. Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.

c. Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.

d. Identification of the person(s) or entity which will have legal responsibility for maintenance of erosion control structures and measures after development is completed.

4. The proposed phasing of development of the site, including stripping and clearing, rough grading and construction, and final grading and landscaping. Phasing should identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, and the sequence of clearing, installation of temporary sediment control measures, installation of storm drainage, paving streets and parking areas, and establishment of permanent vegetative cover. These submissions shall be prepared in accordance with the standards and requirements contained in "Procedures and Standards for Urban Soil Erosion and Sedimentation Control" adopted by the North Cook County Soil and Water Conservation District (or Kane-DuPage Soil and Water Conservation District, where appropriate), which standards and requirements are hereby incorporated into this Section by reference. The Director of Engineering may waive specific requirements for the content of submissions upon finding that the information submitted is sufficient to show that the work will comply with the objectives and principles of this Section.

5. A tree preservation plan consistent with the requirements of this Code specified in Articles 4 and 6, as approved by the Village Board at the time of preliminary approval. All tree protection measures must be in place prior to allowing mass grading to commence.

C. *Retention of Plans.* Plans, specifications and reports for all site developments shall be retained in original form or on microfilm by the Director of Engineering.

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D. *Submissions.* Each application for a site development permit shall be accompanied by the following information:

1. A vicinity map in sufficient detail to enable easy location in the field of the site for which the permit is sought, including the boundary line and approximate acreage of the site, existing zoning, a legend and a scale.
2. A development plan of the site showing:
 - a. Existing topography of the site and adjacent land within approximately 100 feet of the boundaries, drawn at no greater than two-foot contour intervals and clearly portraying the conformation and drainage pattern of the area.
 - b. The location of existing buildings, structures, utilities, water bodies, floodplains, drainage facilities, vegetative cover, paved areas and other significant natural or man-made features on the site and adjacent land within approximately 100 feet of the boundary.
 - c. A general description of the predominant soil types on the site, their location, and their limitations for the proposed use.
 - d. Proposed use of the site, including present development and planned utilization; areas of excavation, grading, and filling; proposed contours, finished grades, and street profiles; provisions for storm drainage, including the control of accelerated runoff, with a drainage area map and computations; kinds and locations of utilities; and areas and acreages proposed to be paved, covered, sodded or seeded, vegetatively stabilized, or left undisturbed.
 - e. Where berms/embankments are used, berm/embankment side slopes no steeper than 2:1 (horizontal vs. vertical) when planted with trees, shrubs, or non-turf groundcover, or 3:1 (horizontal vs. vertical) or less when planted with turf. Natural contours should be followed as closely as possible; square, rectangular or linear berms shall be avoided. Areas of steep slopes that are potentially difficult to maintain shall be avoided.
3. An erosion and sedimentation control plan showing:
 - a. All erosion and sedimentation control measures necessary to meet the objectives of this Section throughout all phases of construction, and permanently after completion of development of the site.
 - b. Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.
 - c. Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.
 - d. Identification of the person(s) or entity which will have legal responsibility for maintenance of erosion control structures and measures after development is completed.
4. The proposed phasing of development of the site, including stripping and clearing, rough grading and construction, and final grading and landscaping. Phasing should identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, and the

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sequence of clearing, installation of temporary sediment control measures, installation of storm drainage, paving streets and parking areas, and establishment of permanent vegetative cover. These submissions shall be prepared in accordance with the standards and requirements contained in "Procedures and Standards for Urban Soil Erosion and Sedimentation Control" adopted by the North Cook County Soil and Water Conservation District (or Kane-DuPage Soil and Water Conservation District, where appropriate), which standards and requirements are hereby incorporated into this Section by reference. The Director of Engineering may waive specific requirements for the content of submissions upon finding that the information submitted is sufficient to show that the work will comply with the objectives and principles of this Section.

5. A tree preservation plan consistent with the requirements of this Code specified in Articles 4 and 6, as approved by the Village Board at the time of preliminary approval. All tree protection measures must be in place prior to issuance of a mass grading permit.

E. *Review and Approval.* Each application for a site development permit shall be reviewed and acted upon according to the following procedures:

1. The Director of Engineering will review each application for a site development permit to determine its conformance with the provisions of this Section. The Director of Engineering may also refer any application to the North Cook County Soil and Water Conservation District and/or any other local government or public agency within whose jurisdiction the site is located for review and comment. Within 30 days after receiving an application, the Director of Engineering shall in writing, (1) approve the permit application if it is found to be in conformance with the provisions of this Section, and issue the permit; (2) approve the permit application subject to such reasonable conditions as may be necessary to secure substantially the objectives of this Section, and issue the permit subject to these conditions; or (3) disapprove the permit application, indicating the deficiencies and the procedure for submitting a revised application and/or submission.

2. A site development permit shall only be issued if:

a. The development has received preliminary approval, or

b. Such permit is accompanied by, or combined with a valid building permit issued by the Code Enforcement Division, or

c. The proposed earth moving is coordinated with any overall development program previously approved by the Village Board for the area in which the site is situated.

F. *Appeal.* The developer shall have a right to appeal a stop order issued by the Village Manager to the President and Village Board within five days of the issuance of such order by filing written notice to the Village Manager on forms provided by the Village. Upon receiving notice of Appeal, the Village Manager shall meet with the developer in advance of the Village Board meeting with the purpose of arriving at an agreed statement of facts and issues which shall be submitted to the Village Board in advance of the hearing on Appeal. The hearing shall be conducted by the President and Village Board in accordance with its rules and procedures which accord the developer "due process" of law.

~~G. *Retention of Plans.* Plans, specifications, and reports for all site developments shall be retained in original form or on microfilm by the Director of Engineering.~~

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-3-15. - Grading.

A. *Operation Standards and Requirements.*

1. *Applicability.* All grading, stripping, excavating, and filling which is subject to the permit requirements of Section 10-3-14, Sub-Section A, and any grading, stripping, excavating and filling which is exempted from the permit requirement by Section 10-3-14, Sub-Section B, shall be subject to the applicable standards and requirements set forth in this Sub-Section A.

2. *Responsibility.* The permittee shall not be relieved of responsibility for damage to persons or property otherwise imposed by law, and the Village or its officers or agents will not be made liable for such damage, by (a) the issuance of a permit under this Section, (b) compliance with the provisions of that permit or with conditions attached to it by the Director of Engineering, (c) failure of Village officials to observe or recognize hazardous or unsightly conditions, (d) failure of Village officials to recommend denial of or to deny a permit, or (e) exemptions from the permit requirements of this Section.

3. *Handbook Adopted by Reference.* The standards and specifications contained in "Procedures and Standards for Urban Soil Erosion and Sedimentation Control" cited in Section 10-3-14, Sub-Section D-4, are hereby incorporated into this Sub-Section A and made a part hereof by reference for the purpose of delineating procedures and methods of operation under site development and erosion and sedimentation control plans approved under Section 10-3-14, Sub-Section D. In the event of conflict between provisions of said manual and of this Section, this Section shall govern.

4. *Inspection.* The Director of Engineering shall make inspections as hereinafter required and shall either approve that portion of the work completed or shall notify the permittee wherein the work fails to comply with the site development or erosion and sedimentation control plan as approved. Plans approved by the Director of Engineering for grading, stripping, excavating, and filling work shall be maintained at the site during progress of the work. In order to obtain inspections, the permittee shall notify the Director of Engineering at least two working days before the completion of:

- a. Stripping and clearing,
- b. Rough grading,
- c. Final grading,
- d. Final landscaping.

If stripping, clearing, grading and/or landscaping are to be done in phases or areas, the permittee shall give notice and request inspection at the completion of each of the above work stages in each phase or area. If an inspection is not made or notification of the inspection is not given within five working days after notice is received by the Village from the permittee, the permittee may continue work at his own risk, without presuming acceptance by the Village. Notification of the results of the inspection shall be given in writing at the site.

5. *Special Precautions.*

- a. If at any stage of the grading of any development site the Director of Engineering

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determines by inspection that the nature of the site is such that further work authorized by an existing permit is likely to imperil any property, public way, watercourse or drainage structure, the Director of Engineering may require, as a condition of allowing the work to be done, that such reasonable special precautions be taken as is considered advisable to avoid the likelihood of such peril. "Special precautions" may include, but shall not be limited to, a more level exposed slope, construction of additional drainage facilities, berms, terracing, compaction, cribbing, installation of plant materials for erosion control, and/or recommendations of a registered soils engineer or engineering geologist which may make further work necessary.

b. Where it appears that storm damage may result because the grading on any development site is not complete, work may be stopped and the permittee required to install temporary structures or take such other measures as may be required to protect adjoining property or the public safety. On large developments or where unusual site conditions prevail, the Director of Engineering may specify the start of grading and time of completion or may require that the operations be conducted in specific stages so as to insure completion of protective measures or devices prior to the advent of seasonal rains.

c. All disturbed or exposed soil on a site approved for development must have an established stand of grass present within three months of disturbance or grading if construction is not actively occurring on that site or on that section of the site. This is done to control erosion.

6. *Amendment of Plans.* Major amendments of the site development or erosion and sedimentation control plans shall be submitted to the Director of Engineering and shall be processed and approved or disapproved in the same manner as the original plans. Field modifications of a minor nature may be authorized by the Director of Engineering by written authorization to the permittee.

7. *Expiration of Permit.* Every site development permit shall expire and become null and void if the work authorized by such permit has not been commenced within 180 days, or is not completed by a date which shall be specified in the permit; except that the Director of Engineering may, if the permittee presents satisfactory evidence that unusual difficulties have prevented work being commenced or completed within the specified time limits, grant a reasonable extension of time if written application is made before the expiration date of the permit.

B. *Enforcement.*

1. *Stop-Work Order.* In the event any person conducting site development pursuant to this Section violates the terms of the site work, or carries on-site development in such a manner as to materially cause an adverse affect upon the health, welfare, or safety of persons residing or working in the neighborhood of the development site, or so as to be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood, the Director of Engineering may suspend the site development work.

a. Suspension of site work shall be made by a written stop-work order issued by the Director of Engineering and delivered to the developer or his agent or the person performing the work. The stop-work order shall be effective immediately, shall state the specific violations cited and shall state the conditions under which work may be resumed.

2. *Appeal.* The developer shall have a right to appeal a stop order issued by the Director of

Engineering to the President and Village Board within five days of the issuance of such order by filing written notice to the Village Manager on forms provided by the Village. Upon receiving notice of Appeal, the Village Manager shall meet with the developer in advance of the Village Board meeting with the purpose of arriving at an agreed statement of facts and issues which shall be submitted to the Village Board in advance of the hearing on Appeal. The hearing shall be conducted by the President and Village Board in accordance with its rules and procedures which accord the developer "due process" of law.

3. In addition to any other penalty authorized by Article 5, any person, partnership, or corporation convicted of violating any of the provisions of this Section shall be required to restore the site to the condition existing prior to commission of the violation, or to bear the expense of such restoration.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-3-16. - Soils investigations and physical tests.

A. All materials testing for any project shall be required from the developer/owner. This would include but not be limited to asphalt testing, compaction tests, concrete cylinders, or soil tests.

B. If the subdivision contains questionable soils and, in the opinion of the Village Engineer, soils investigations, borings or other soils tests are necessary to determine the nature and extent of such questionable material, the owner or developer shall retain or cause to be retained the services of a testing laboratory acceptable to the Village to perform the needed investigations.

C. Copies of the completed reports prepared by the testing laboratory shall be filed with the Village Engineer.

D. The Village shall have no liability for costs connected with the tests, borings or interpretation of results of such work.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

ARTICLE 4. - LANDSCAPING

Sec. 10-4-1. - Purpose.

Sec. 10-4-2. - General landscape improvement standards.

Sec. 10-4-3. - Applicability of landscape requirements.

Sec. 10-4-4. - Landscape improvement areas.

Sec. 10-4-5. - Material and installation specifications.

Sec. 10-4-6. - Establishment and maintenance of landscape improvements.

Sec. 10-4-7. - Tree preservation.

Sec. 10-4-8. - ~~Irrigation~~ Tree Removal Permit.

Sec. 10-4-9. - Enforcement.

Sec. 10-4-1. - Purpose.

The landscape requirements are intended to: promote the welfare of the community; insure aesthetic compatibility among land uses; further establish street corridor plantings; encourage the retention of existing mature trees and the planting of indigenous vegetation; help prevent soil erosion; minimize nuisances and harmful effects; screen unsightly elements; and protect property values.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-4-2. - General landscape improvement standards.

A. Landscape improvements shall serve to integrate the project to the site, with particular sensitivity to the natural topography, watercourses, and existing native vegetation. Preservation of the existing landscape material and landforms shall be taken into account, particularly where mature trees are a part of the site. This is of particular importance in cases where specimen trees, groves or treelines, or tree-lined watercourses are present.

B. Landscape improvements shall serve to enhance the appearance of the site, especially as viewed from an adjacent public right-of-way. Effective year-round screening shall be provided to lessen the visual prominence of: parking lots; service yards; loading docks; public utility structures; or unsightly appurtenances. Innovative landscape design proposals are encouraged.

C. Unless dictated elsewhere in the Municipal Code, a minimum of 20 percent of the total gross lot area of all multi-family residential development shall be comprised of a landscaped pervious surface area. Detention or retention areas located on a lot or parcel shall not be included in this total.

D. Landscape improvements shall enhance the architecture of existing and proposed structures by being of similar scale where possible.

E. Landscape plantings shall be protected from vehicular and pedestrian encroachment.

F. Control of erosion on berms and embankments shall be required. ~~Detention~~Detention/retention areas, berms, and sloped areas shall be designed to resemble natural land forms, whenever possible. A minimum ten-foot landscape buffer shall surround all detention/retention areas and shall not exceed 5:1 (horizontal:vertical) slope. This buffer area may overlap other required buffer areas (e.g. parking lot buffers).

G. The aesthetic and functional aspects of landscape improvements shall be considered both at installation and maturity. Groupings of trees or other plantings are recommended for optimal visual effect and ease of maintenance. Landscape species that are native to the region and thrive with minimal watering are encouraged.

H. In certain areas where the installation of required trees may be difficult due to site constraints or existing physical barriers, a cash in lieu option for trees may be considered by the Village Board where findings are made that the site constraints make it impractical to install the trees. The cost equivalent per tree shall be determined by the Village.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)I. A permanent means of providing water for the irrigation of plant materials shall be provided on all developments. The installation of an underground irrigation system is recommended where feasible.

Sec. 10-4-3. - Applicability of landscape requirements.

A. For new development, landscape improvements shall be provided, at a minimum, in the following areas:

1. One- and Two-Family Residential: all areas, including right-of-way areas; model areas; public/private open space areas; and easement areas that contain above ground utility structures.-
2. All other development: all areas, including right-of-way areas.

B. For development involving property improvements (e.g., a building or parking lot addition), landscape requirements as specified in this Article shall apply. The level of required landscape improvements will be based upon the scale of the additionsite plan amendment being proposed.

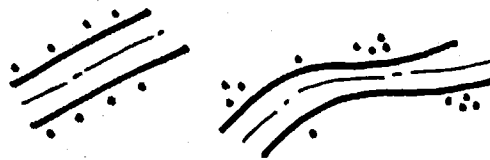
(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-4-4. - Landscape improvement areas.

A. *Right-of-Way.*

1. *Performance Standards.*

a. Street trees generally shall be distributed evenly within parkway areas, contributing to a formal, linear streetscape design. Where parkway site conditions permit, the street tree planting design may be informal and naturalistic, accentuating views and integrating contrasting landscape elements.



Street trees

b. Landscape improvements shall be designed to assure that visibility is maintained as necessary to allow for the safety of pedestrians and vehicles.

2. *Minimum Requirements.*

a. Street trees shall be provided at the equivalent of not more than 50' apart in parkway areas.

b. Landscape improvements located within intersection sight distance limits shall not comprise visual obstructions between ± 2.5 feet and \pm six feet above ground, as visible from a height of \pm three feet on adjacent road surfaces. Within intersection sight distance limits, street trees with branches located a minimum of \pm six feet above grade shall be planted on terrain that is level or nearly level to adjacent road surfaces.

c. Minimum clearances shall be provided as follows:

- 1) Eight feet between the center trunkline of a street tree and a fire hydrant.
- 2) Four feet between the center trunkline of a street tree and any paved surface (e.g.,

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sidewalk, driveway or curb).

d. The lateral distance between street trees and overhead utility lines and the lateral distance between street trees and underground utility mains shall be maximized wherever possible.

e. In developments requiring more than 20 street trees, the following standards apply:

- 1) No genus selected for planting shall exceed 20 percent of the overall total of trees being planted.
- 2) No species selected for planting shall exceed ten percent of the overall total of street trees being planted.
- 3) Street trees shall be planted in a sequence using all approved species in an alternating fashion, or with no more than six of the same species being planted in succession.

f. The following table lists species of street trees that may be planted:

Large Trees (Height 50'+ at maturity)

Acer x freemanii	Freeman Maple
Acer x freemanii'Celebration'	Celebration Maple
Acer platanoides	Norway Maple
Acer saccharum	Sugar Maple
Celtis occidentalis	Hackberry
Fagus grandifolia	American Beech
Fagus sylvatica	European Beech
Ginkgo bilboa	Ginkgo
Gleditsia triacanthos 'inermis'	Thornless Honeylocust
Gymnocladus dioicus	Kentucky Coffeetree
Liquidambar styraciflua	American Sweetgum
Liriodendron tulipifera	Tuliptree
Platanus acerifolia	London Plane Tree
Quercus acutissima	Sawtooth Oak
Quercus alba	White Oak
Quercus bicolor	Swamp White Oak
Quercus coccinea	Scarlet Oak
Quercus imbricaria	Shingle Oak
Quercus macrocarpa	Bur Oak
Quercus muehlenbergii	Chinkapin Oak
Quercus rubra	Red Oak
Tilia americana	American Linden
Tilia heterophylla	White Basswood
Tilia cordata	Little Leaf Linden
Tilia euchlora	Crimean Linden
Tilia tomentosa	Silver Linden

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Other species shall be permitted, as approved by the Department of Public Works Director.

g. Street trees planted directly under overhead utility lines shall be sized to not interfere with the lines. Standard tree forms are preferable. Wide-spreading clump form trees shall not be permitted unless sufficient clearance is available. Approved species include:

Medium Trees (30'—45' at maturity)

Alnus glutinosa	European Black Alder
Betula nigra	River Birch
Carpinus betulus	European Hornbeam
Carpinus caroliniana	American Hornbeam
Phellodendron amurense	American Cork Tree
Pyrus calleryana	Callery Pear
Zelkova serrata	Japanese Zelkova

Small Trees (20'—30' at maturity)

Acer campestre	Hedge Maple
Acer ginnala	Amur Maple
Acer tataricum	Tartarian Maple
Alnus rugosa	Speckled Alder
Amelanchier arborea	Shadblow Serviceberry
Amelanchier grandiflora	Apple Serviceberry
Amelanchier laevis	Allegheny Serviceberry
Cercidiphyllum japonicum	Katsuratree
Corylus colurna	Turkish Filbert
Cornus mas	Corneliancherry Dogwood
Crataegis crusgalli var. inermis	Thornless Cockspur Dogwood
Eucommia ulmoides	Hardy Rubber Tree
Halesia carolina	Silverbell
Koelreuteria paniculata	Goldenraintree
Ostrya virginiana	Ironwood
Pyrus calleryana 'Chanticleer'	Chanticleer Pear
Sophora japonica	Japanese Pagodatree
Syringa reticulata	Japanese Tree Lilac

h. With the approval of the appropriate agencies, the screening of utility structures and establishment of plantings within median strips and rights-of-way along Village, State, or County road rights-of-way is encouraged. Landscape improvements to right-of-way areas require the approval of the Department of Public Works Director.

i. Surface areas shall be graded and covered with a minimum of six inches inches of topsoil and sod.

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B. *Site Perimeter Screening and Buffer Areas.*

1. *Performance Standards.* Landscape improvements shall be provided within site perimeter areas to increase the compatibility of adjacent land uses, screen parking, control traffic and enhance views between properties and from public thoroughfares. Perimeter screening is not intended to block all views of retail buildings and their signs but rather to provide a frame for view corridors into the retail development.

2. *Minimum Requirements.*

a. A minimum site perimeter width of ten feet shall be required, except in the B-3, B-4, and O-5 Zoning Districts, where a minimum of twenty feet shall be required. A minimum site perimeter width of seven feet shall be permitted only if:

1) The adjacent lot is located within the same subdivision or is a part of the same development; and

2) A total minimum planting area of ten feet in width is available at a uniform grade.

b. Landscape improvements located within intersection sight distance limits shall not comprise visual obstructions between ± 2.5 feet and \pm six feet above ground, as visible from a height of \pm three feet on adjacent road surfaces. Within intersection sight distance limits, shade trees with branches located a minimum of \pm six feet above grade shall be planted on terrain that is level or nearly level to adjacent road surfaces.

c. Shade trees, evergreen trees, or a mix of shade and evergreen trees, as determined appropriate, shall be provided at the equivalent of 40 feet apart. Ornamental trees shall be permitted in required perimeter areas if perimeter area is located directly under overhead utility lines. Such trees may be clustered or spaced linearly. Within retail developments, a maximum of 25 percent of the required 2½-inch caliper shade trees may be substituted for larger trees at a ratio of one-inch to one-inch. For example, one five-inch caliper tree may be substituted for two one-half-inch caliper trees.

d. Minimum clearances shall be provided as follows:

1) Eight feet between a fire hydrant and the center trunkline of any tree.

2) Six feet between a privacy fence, wall, or any paved surface (e.g., sidewalk, driveway or curb) and the center trunkline of an evergreen tree.

3) Five feet between a privacy fence or wall and the center trunkline of a clump form shade or ornamental tree.

4) Four feet between a privacy fence or wall and the center trunkline of a standard form shade or ornamental tree.

5) Four feet between the center trunkline of a shade or ornamental tree and any paved surface (e.g., sidewalk, driveway or curb).

e. Surfaces shall be graded, covered with a minimum of six inches of topsoil and sodded, or covered with ground cover or native vegetation as approved by the Assistant Village Manager-Development Services.

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f. Screening and buffer areas shall be provided within a site perimeter area to lessen the negative impacts of certain adjoining uses and to effectively limit or filter views. Screening and buffer areas shall be required:

- 1) Between non-residential and residential lots;
- 2) Between single- or two-family residential and attached single-family or multi-family residential lots;
- 3) At the periphery of parking lots, paved interior roads, and wherever headlight glare is anticipated to be problematic;
- 4) To lessen the visual prominence of service yards, loading docks, public utility boxes, pedestals, transformers, antennas, or unsightly appurtenances. The degree of landscape improvements required as elements of screening and buffer areas required shall depend on the relative intensity of adjoining land uses. Minimum screening and buffer area requirements are outlined below.

(a) The site perimeter width provided shall be sufficient to adequately accommodate all required screening and buffer area landscape improvements.

(b) Within screening and buffer areas, shade trees, evergreen trees, or a mix of shade and evergreen trees, as determined appropriate, shall be provided at the equivalent of 40 feet apart. Such trees may be clustered or spaced linearly.

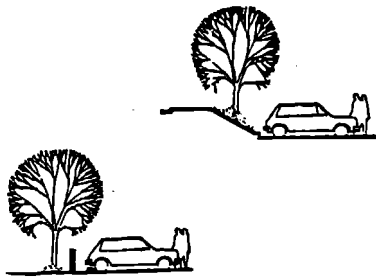
(c) The minimum height requirement of screening and buffer areas provided shall be:

- (1) Seven feet between non-residential and residential lots with no street separation;
- (2) Seven feet between single- or two-family residential and attached single-family or multi-family residential lots with no street separation;
- (3) Three feet between non-residential and residential lots with street separation;
- (4) Three feet between single- or two-family residential and attached single-family or multi-family residential lots with no street separation;



Single- or two-family

(5) Three feet at the periphery of parking lots, paved interior roads, and wherever headlight glare is anticipated to be problematic.



Periphery of parking lots

(d) Vegetation utilized for screening purposes shall be spaced so as to provide a solid screen within the initial one-year period after installation. Screening may also be achieved through the placement of shrubs and trees in a clustered or grouped arrangement to allow sight lines to the building facades and signage along public frontage as approved by the Village. In no case, though, shall less than 60 percent of a parking lot perimeter adjacent to public or private roads be screened with shrubs and/or trees. If an opaque wall or fence is a selected screening option, the following additional minimum standards shall apply:

(1) A minimum of five shrubs (deciduous or evergreen) shall be provided,

on average, per each 40 linear feet of continuous, visible expanse of wall or fence. The shrubs provided should attain a mature height that is at least similar in scale to the wall or fence.



Shrubs

As an alternative to providing shrubs, a minimum of two ornamental trees may be provided, on average, per each 40 linear feet of continuous, visible expanse of wall or fence.

Shrubs or ornamental trees shall be provided on both sides of the wall or fence as may be necessary, wherever a continuous expanse of 40 linear feet of wall or fence is visible.

(2) A gradual transition to the ground plane shall be provided at the terminal end(s) of a fence or wall.

(e) Other landscape improvements, including berms, ornamental trees, evergreens, shrubbery, and hedges, shall be provided, as may be required by the Village Board.

C. *Parking Lot Interior.*

1. *Performance Standards.*

a. The primary planting materials used in parking lots shall be shade trees. Evergreens, ornamental trees, native vegetation, or other planting materials may be used to supplement the shade tree plantings.

b. The use of larger landscape islands is preferable. Fewer large landscape islands will sustain healthy trees better than more numerous, small islands. By placing landscape islands opposite each other, tree canopies will extend overhead and bridge together.

c. The flow of pedestrians (especially in large lots) shall be channeled through a clear hierarchy of routes that bring pedestrians toward main entrances. This hierarchy shall be reinforced through the design of planting areas.

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- d. Parking lot planting areas shall be designed to accommodate winter snow storage. Drought and salt tolerant plant species are recommended for use in parking lot areas.
- e. Plantings located directly underneath trees shall be selected and installed so as not to disturb shade tree feeder roots.
- f. Visual access for safety monitoring of a parking lot is facilitated by specifying tree limbs at a \pm six feet minimum height and hedges, fence, or walls to a maximum \pm 3½ feet height.
- g. All landscape improvements adjacent to pavement shall be protected with concrete curbs.
- h. Vehicular entryways into retail developments shall be defined through the use of landscape plantings and hardscape elements. Entryways shall be designed in proportion to the size of the overall site and shall provide for a distinct and inviting access point into the site. Final design shall be subject to Village Board approval.

2. *Minimum Requirements.*

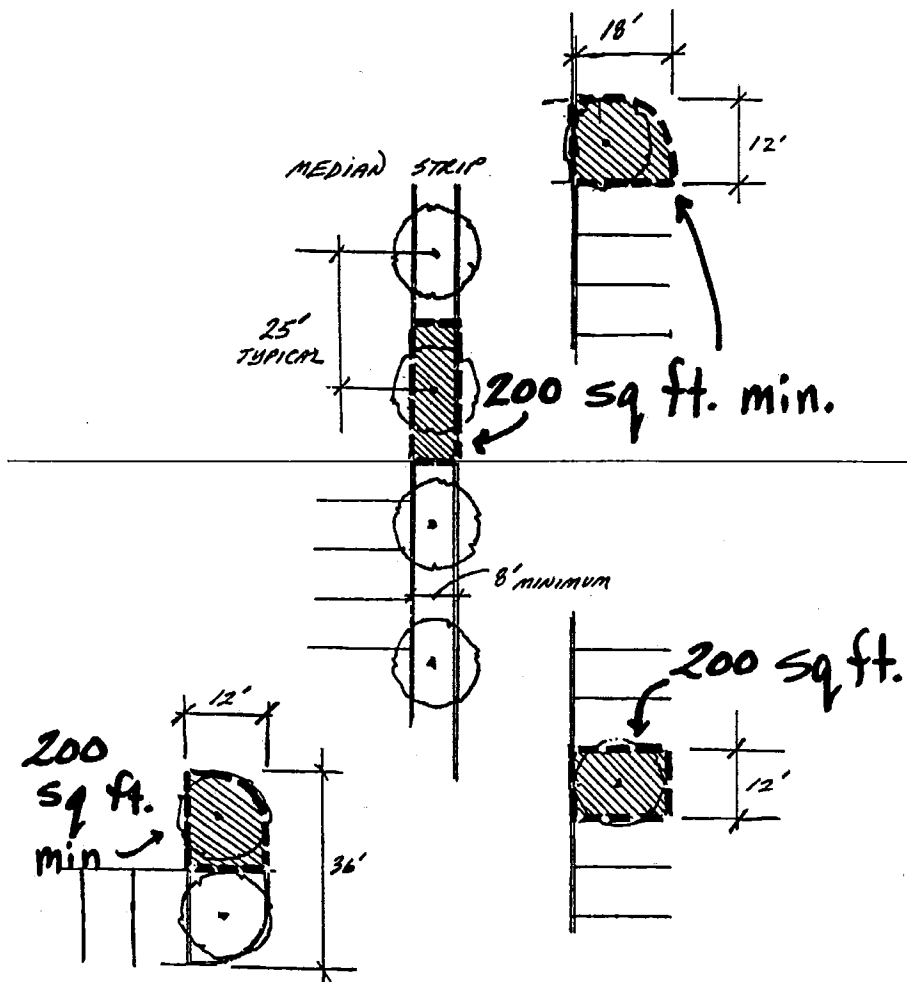
- a. The equivalent of one shade tree per 15 parking spaces is required.
- b. Landscape parking islands shall be located at the end of all parking rows and shall also be located such that the largest length of parking shall not exceed 15 spaces without the inclusion of a landscape parking island. Each landscape parking island shall include, at a minimum, one 2½-inch caliper shade tree. The entire island shall be planted with landscape material except for the mulch ring which shall not exceed the dripline of the tree at time of planting. Landscape material includes shrubs, perennials, ornamental grasses, or sod. Ongoing maintenance of selected materials should be considered at time of plant material selection. Ornamental trees may be substituted in islands located near the building facade where it is demonstrated that it will improve visibility as approved by the Village Board.
- c. Each shade tree shall be allocated a minimum landscape pervious surface area of 140 square feet, exclusive of other shade trees.
- d. Minimum clearances shall be provided as follows:
 - 1) Eight feet between a fire hydrant and the center trunkline of any tree.
 - 2) Six feet between a paved surface (e.g., sidewalk or curb) and the center trunkline of an evergreen tree.
 - 3) Four feet between a paved surface (e.g., curb, sidewalk, or retaining wall) and the center trunkline of a standard form shade or ornamental tree.
 - 4) Three feet between the center trunkline of a tree and other plant material (e.g., shrubs, groundcover, etc.).
- e. Partitioning islands shall be provided within all developments along ring roads or other primary circulation routes as approved by the Village Board. Partitioning islands shall have a minimum planting surface width of ten feet (measured back-of-curb to back-of-curb) when adjacent to head in parking and a width of eight feet when adjacent to traffic circulation lanes or parallel parking. Partitioning island landscaping shall include trees, shrubs, and ground

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cover to provide adequate screening as approved by the Village Board.

f. Trees planted within parking lot interior landscape islands shall be installed ~~as per in accordance with the requirements of the Preferred Tree Planting Detail~~ American National Standards Institute (or other widely accepted landscape association standards) for Poorly Drained or Compacted Soils (see Figure 4-2); ~~planting trees in poorly drained or as per the requirements of the Alternative Acceptable Tree Planting Detail for Poorly Drained or Compacted Soils (see Figure 4-3).~~

~~INTERIOR PARKING LOT SHADE TREE SPACING EXAMPLES~~



NOTE: All dimensions shown are back-of-curb to back-of-curb compacted soils.

D. Building Foundation Area.

1. Performance Standards.

a. Landscape improvements shall be provided to enhance architectural features and to

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add visual interest adjacent to large expanses of building walls.

b. Landscape improvements shall be provided as a buffer between pedestrian and vehicular activity at primary building entrances and along building facades.

c. Sufficient clearance shall be provided to accommodate landscape improvements provided adjacent to buildings.

2. *Minimum Requirements.*

a. Landscape improvements shall be provided along building facades visible from adjacent properties and right-of-way areas. Additional landscaping may be required by the Village Board.

b. The scale of landscape improvements provided shall be of a similar scale as proposed and surrounding structures, or capable of achieving a similar scale, where possible.

c. Landscape improvements shall be provided to screen views of mechanical equipment, bicycle parking areas, and loading docks from adjacent properties and right-of-way areas.

d. Minimum clearances shall be provided as follows:

1) Four feet between a paved surface (e.g., walkway or curb) and the center trunkline of a shade or ornamental tree.

2) Six feet between a road surface (e.g., walkway or curb) and the center trunkline of an evergreen tree.

3) Distances between the center trunkline of a tree and a building facade shall vary depending on the form and mature size of the tree proposed. The following minimum clearances generally shall be provided: spreading trees 12'-6"; global or pyramidal trees 10'-6"; and columnar or fastigate trees 7'-6".

e. Landscape plantings shall not visually obscure or limit access to a fire department connection.

f. The planting of a large shade or evergreen tree in a container shall not be permitted. Containers utilized for the planting of other materials shall be constructed to withstand wetting and drying, freezing and thawing, exposure, and abuse. They shall be maintainable, drained, insulated, have a solid, unbroken bottom, and have no projections, rough edges or other hazardous conditions.

E. *Public/Private Open Space Area.*

1. *Performance Standards.*

a. Depending on the specific context of each site, landscape improvements are recommended to provide shade, wind protection, and/or to maximize visual interest.

2. *Minimum Requirements.*

a. Landscape improvements may consist of shade and ornamental trees, evergreens, shrubs, hedges, native vegetation or other planting material. Additional landscape

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improvements may be required by the Village Board.

b. At a minimum, surface areas shall be graded, covered with a minimum of six inches of topsoil and provided with an acceptable stand of grass. Within a residential subdivision, surface areas of individual lots shall be graded, covered with a minimum of six inches of topsoil and sodded.

c. If, upon the completion of all public and private improvements in a subdivision, lots are left vacant by the owner, these lots and/or parkways shall be improved by the owner. At a minimum, these areas shall be covered with six inches of topsoil, evenly graded, seeded, and established as turf areas.

F. Residential Subdivisions.

1. Performance Standards.

a. Depending on the specific context of each development, landscaping shall be provided to provide shade, wind protection, and/or to maximize visual interest.

b. The standards of this Section are intended to apply to the original developer of residential lots, however the subsequent one family residential lot owner, after the issuance of the final certificate of occupancy for the house on the property, shall be permitted to alter, remove, or add to the approved landscaping on the property without requiring approval of an amendment from the Village.

c. All multiple family residential properties shall be subject to the same landscape requirements as commercial developments.

2. Minimum Requirements

a. A minimum of two (2) shade trees per residential unit shall be provided on each residential lot.

b. Foundation landscaping shall be provided around each building, as required by the Village Board.

c. The Village Board may require additional landscape setbacks and/or plant material where determined appropriate for buffering purposes adjacent to roadways, railroads, non-residential properties, existing residential developments, and other similar situations.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-4-5. - Material and installation specifications.

A. Plant Material Quality and Size.

1. Plant material used in conformance with provisions of this article shall conform to the most current standard of the American Association of Nurserymen's Standard for Nursery Stock (ANSI Z60.1-1990), or equal thereto. Planting stock shall be well-branched and well-formed, sound, vigorous, healthy, and free from disease, sun-scald, windburn, abrasion, harmful insects or insect

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eggs, and shall have healthy, normal and unbroken root systems. Deciduous trees and shrubs shall have symmetrical tops with typical spread of branches for each particular species or variety.

2. Substitutions shall be made only when a plant is not obtainable and the Assistant Village Manager-Development Services, after being notified in writing, authorizes a change order providing for use of the nearest equivalent obtainable size or variety of plant having the same essential characteristics.

3. The minimum acceptable sizes of all plants, measured before pruning and with branches in normal position, shall conform to the measurements indicated on approved plans. Plants larger in size than specified may be used.

a. *Trees.*

1) All deciduous street trees and shade trees are to be a minimum of 2½-inch caliper, unless otherwise approved by the Village Board.

2) Ornamental deciduous trees shall be a minimum of two-inch caliper or an equivalent minimum height of six feet for clump form trees, unless otherwise approved by the Village Board.

3) Evergreen trees shall be a minimum of six feet in height, unless otherwise approved by the Village Board.

b. *Shrubs.*

1) Deciduous shrubs shall be a minimum of two feet in height when measured immediately after planting, unless a dwarf variety is specified and approved.

2) Evergreen shrubs shall be provided, at a minimum, at sizes of 24-inch width, measured as average shrub width.

c. *Hedges.* Hedges, where required, shall be planted and maintained so as to form a continuous, unbroken, solid, visual screen within one year after time of planting.

d. *Sod/Seed.*

1) Grass sod shall be clean and reasonably free of weeds and noxious pests or diseases.

2) Grass seed shall be in conformance with U.S. Department of Agriculture rules and regulations under the Federal Seed Act and applicable Illinois ~~[State Seed~~ State Seed Laws. Grass areas shall be planted in species normally grown as permanent lawn in northeast Illinois.

e. *Ground Cover.* Ground covers shall be planted in such a manner as to present a finished appearance and reasonably complete coverage within one year after planting.

f. *Native Vegetation.* Open space or planting bed areas may contain specific mixes or groupings of singular native plants such as prairie grasses and/or forbs, meadow or wetland grasses or sedges, or other specific plant groupings. Specific performance criteria for landscape improvement areas utilizing native vegetation, shall be provided. The performance

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criteria shall include but not be limited to coverage ratios and inspection schedules.

B. Plant Installation.

1. It shall be the developer's responsibility to insure that the planting specifications are adhered to by all personnel working at the site. The developer should conduct a pre-construction meeting with the landscape contractor to assure their full understanding of the contents of the planting plan and specifications.
2. To alter plant locations or plant installation procedures, the Department of Development Services must be contacted and authorize such alterations prior to the installation of plant materials on the site.
3. The Department of Development Services shall be notified at least seven days prior to:
 - (1) The stockpiling of significant amounts of nursery material on the site in preparation for planting; or
 - (2) The start of planting operations on the site.
4. All planting is recommended to be done within the following dates. When planting outside these dates, written documentation needs to be provided that survival or replacement will be ensured. No planting shall be done in frozen soil.

Recommended Planting Seasons		
	Spring	Fall
All Trees and Shrubs	March 15—May 15	Oct. 1—Dec. 1
Evergreens	April 1—May 15	Oct. 1—Nov. 15
Ground Covers & Sod	April 1—June 1	When sod is workable
Spring Seeding	March 15—June 1	
Fall Seeding		August 15—Sept 15
Dormant Seeding		After November 15 and prior to a hard freeze

5. ~~Planting operations shall be performed between the hours of 7:00 a.m. and 6:00 p.m., Monday through Saturday. No planting operations shall be performed on Sundays or legal holidays unless requested in writing and approved by the Assistant Village Manager-Development Services only during the hours permitted for construction activity, in accordance with the Municipal Code.~~
6. A Village representative may make inspections of a site at any time before, during and/or within one year of plant installation. The Village shall inspect plant material, installation practices, etc. to determine developer/contractor compliance with guidelines, regulations and ordinances.
7. All trees shall be balled and burlapped. The use of wire nursery baskets are prohibited. The use of bare-root stock is not permitted for trees. All trees shall be northern grown in a nursery whose hardiness zone parallels that of the Village of Hoffman Estates (Zone 5).
8. All trees shall be freshly excavated (within 15 days of planting operations) from contractor's supplies. All nursery stock stockpiled on the lot shall be maintained in good condition at all times.

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9. All trees shall be tagged and identified as to species, size and origin. Tags are to remain in place until inspection by the Village of Hoffman Estates is complete, at which time the Village will authorize their removal. The developer is responsible for the final removal of all tags.
10. Balled roots shall be protected from drying out and care taken to prevent the ball from freezing.
11. Planting pits for the planting of shade and evergreen trees shall extend a minimum distance of 18 inches beyond the root ball to allow for proper backfilling and to promote root penetration.
12. Burlap wrapping, twine, or other material used to secure the root ball of balled and burlapped plant material shall be removed from the sides of the root ball prior to backfilling. All excess waste material shall be continuously and promptly removed from the site.
13. All plant material shall be watered the same day of planting. The water shall saturate the root ball and backfill. Soil used for backfilling of planting pits shall be thoroughly tamped to prevent trees or shrubs from leaning. A method involving a mixing of soil and water to form a slurry is recommended to prevent air pockets from forming during the backfilling operation.
14. Each tree or large shrub shall have a shallow saucer-shaped water basin formed with a ridge of soil to contain water. The minimum diameter of the saucer-shaped water basin shall be three feet.
15. An organic mulch (e.g., shredded hardwood) free from foreign material shall be provided for trees and plant material as follows:
 - a. *Trees and large shrubs*: provide a minimum three-inch layer of mulch, spread out from the main trunk a distance equal to the diameter of the saucer-shaped water basin. The mulch shall not be mounded around the trunk. A three-inch layer of mulch shall completely cover the entire outer ridge of the basin and top the surface of the saucer-shaped basin.
 - b. *Planting beds*: provide a minimum three-inch layer of mulch to completely cover the surface to the edges. The use of a water permeable weed control barrier is recommended in planting bed areas not containing ground-covers or plants intended to spread by roots to form a solid surface cover.
16. All trees shall be covered with tree wrap (burlap or impregnated paper) from ground level to the height of the first lateral branch. The tree wrap shall be secured with masking tape or biodegradable twine. The use of duct tape, nylon twine or other material used to secure the tree wrap is not permitted. If twine is utilized, the wrapping shall be securely tied at the top and bottom and at 18-inch maximum intervals.
17. Upon installation, trees should not lean by more than five degrees from plumb. ~~Tree-staking or guying materials and installation must conform to the staking and guying examples indicated in Figures 4-1 and 4-4.~~

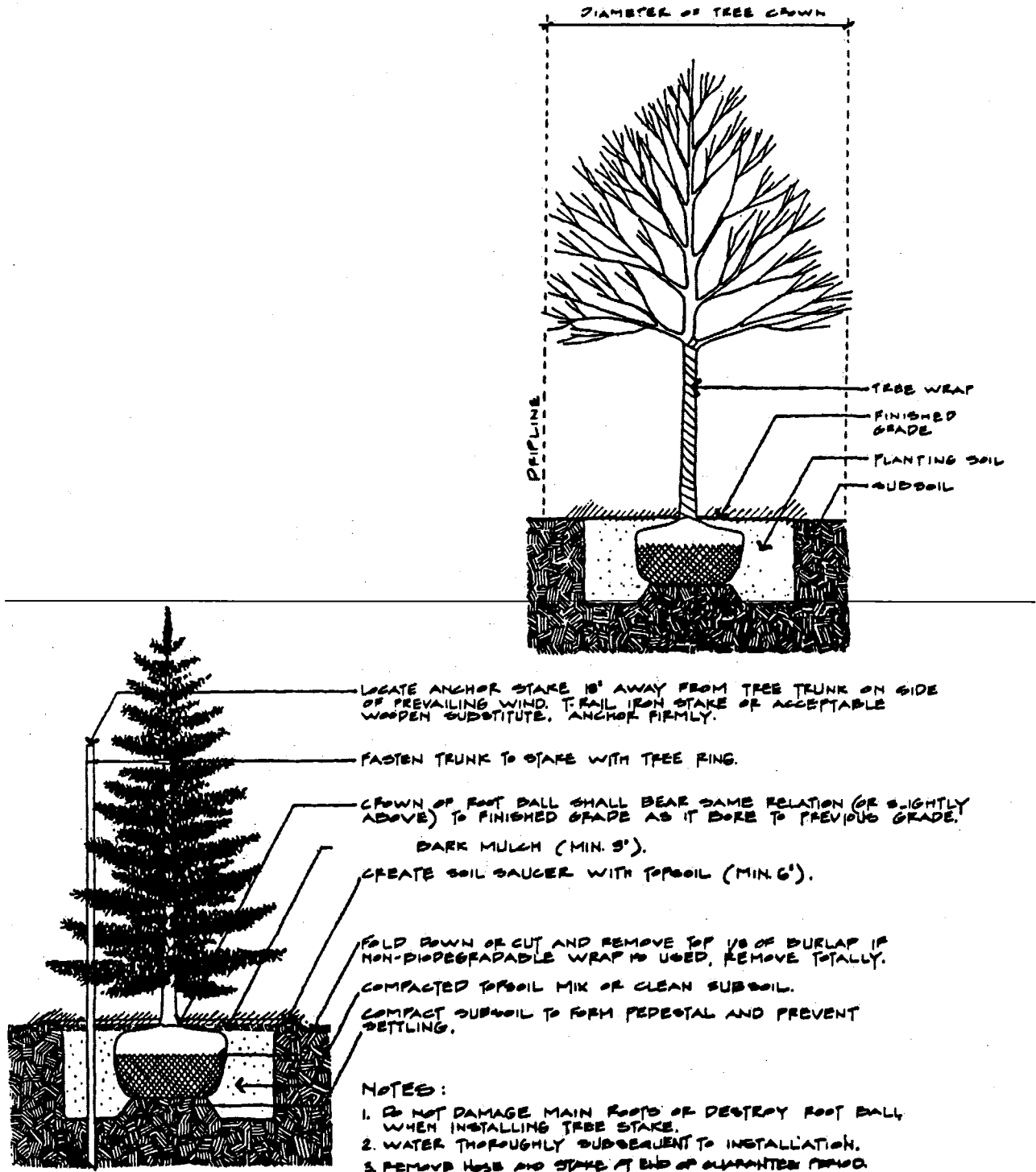


Figure 4-1. Preferred Tree Planting Details

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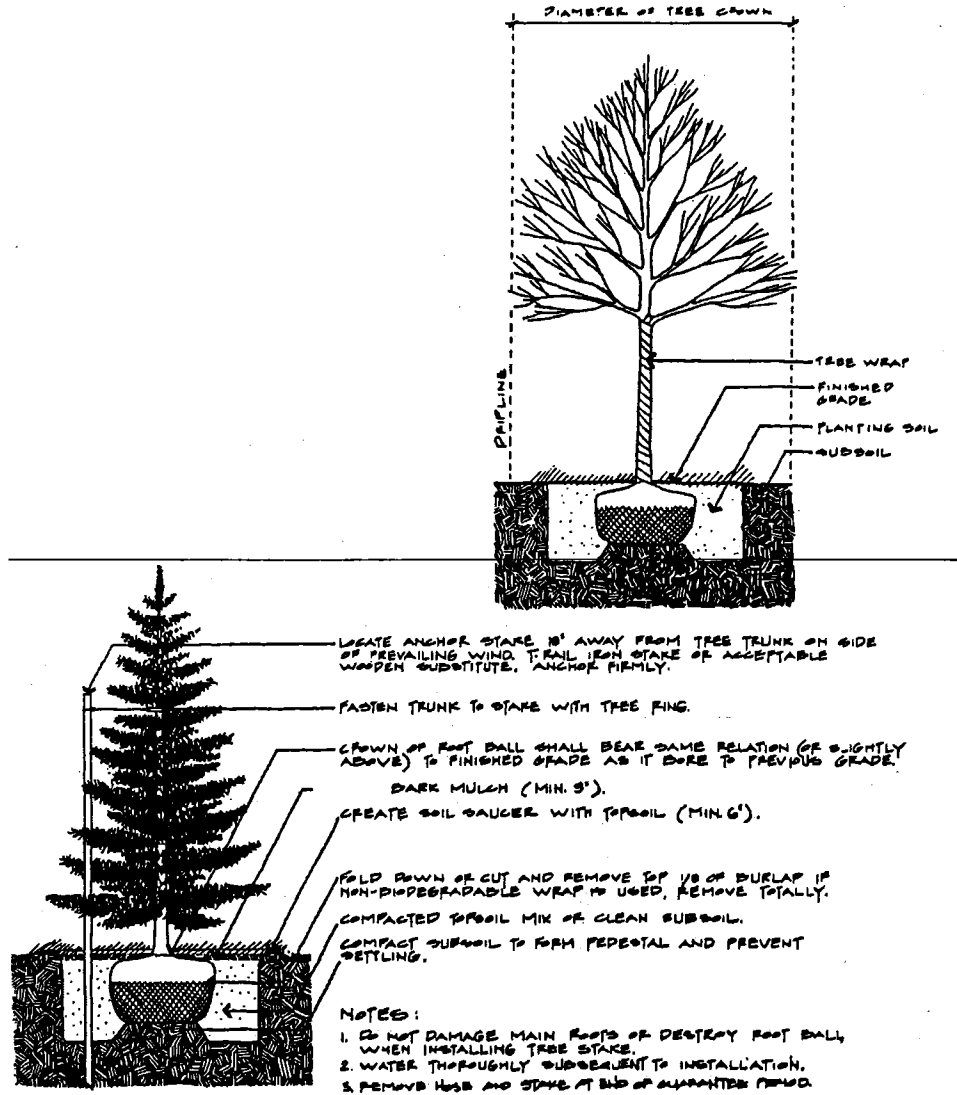


Figure 4-2. Preferred Tree Planting Detail for Poorly Drained or Compacted Soils

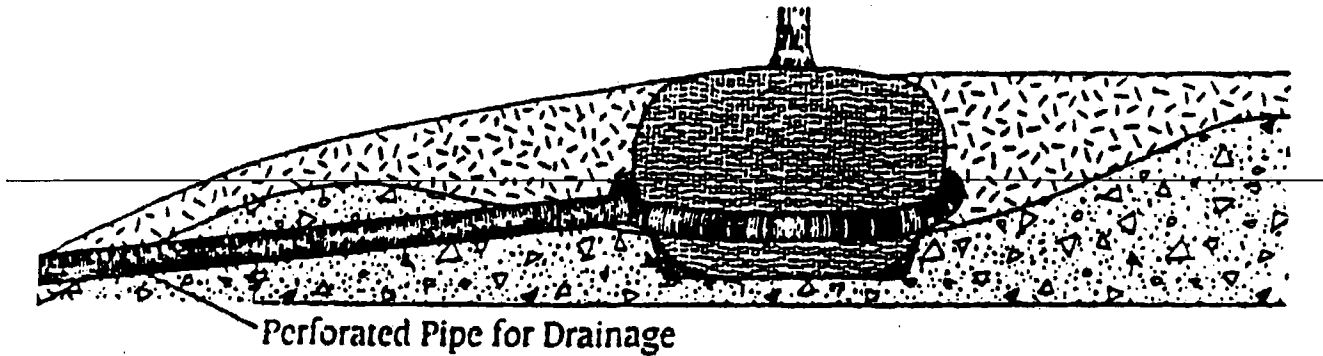


Figure 4-3. Acceptable Alternative Tree Planting Detail for Poorly Drained or Compacted Soils

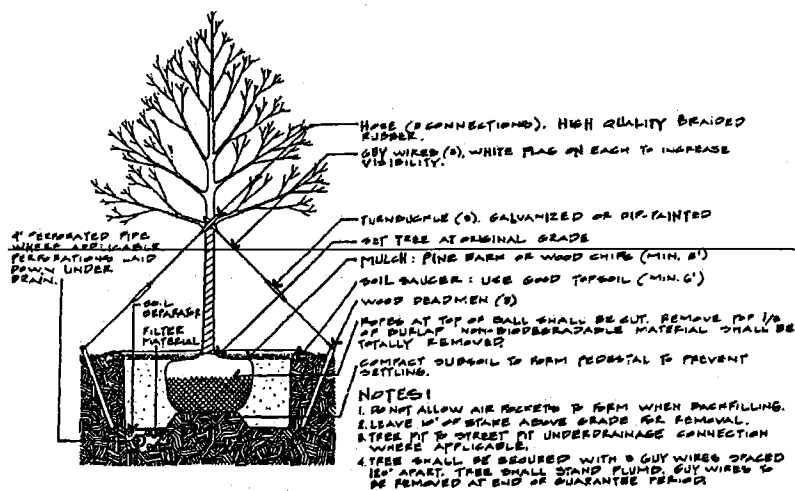


Figure 4-4. Bracing Trees by Guying

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)18. All tree planting and care shall conform to current American National Standards details.

Sec. 10-4-6. - Establishment and maintenance of landscape improvements.

The owner, tenant, and their agent shall be jointly and severally responsible for the initial establishment and ongoing maintenance of all landscape improvements, as indicated on approved development plans.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-4-7. - Tree preservation.

A. *Performance Standards.* All reasonable efforts shall occur in the architectural layout and site design of a proposed development to preserve existing trees, most especially mature trees, specimen trees, tree groves or tree lines. These preservation requirements are applicable to naturally occurring

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trees on undeveloped parcels of property. The removal of trees that were planted under a Village site plan approval shall be subject to review under the site plan amendment process rather than the preservation standards within this code section.

B. Minimum Requirements.

1. Within all right-of-way areas (both residential and non-residential right-of-way areas), the removal or clearing of any tree(s) shall not be permitted prior to receiving either:
 - a. Approval by the Village Board;
 - b. A tree removal permit from the Assistant Village Manager-Development Services.
2. On land located in the Village other than developed detached single-or two-family residential lots of less than one acre in size, and all right-of-way areas, the removal or clearing of any trees having a minimum diameter of three inches or greater shall not be permitted, prior to receiving either:
 - a. Approval by the Village Board;
 - b. A tree removal permit from the Assistant Village Manager-Development Services. Penalties for unauthorized removals shall be as set forth under "Tree Preservation".
3. A Tree Preservation Plan, in accordance with the Tree Preservation Standards approved by the Village Board and/or a site development permit issued by the Assistant Village Manager-Development Services shall be required for development projects that include tree preservation.
4. All grading and construction equipment shall be forbidden from encroaching within the root zone of a tree to be preserved. No excess soil, additional fill, liquids or construction debris, shall be placed within the root zone of any tree that is required to be preserved.
5. Crushed limestone hydrocarbons and other materials detrimental to trees shall not be dumped within the root zone of any tree nor at any higher location where drainage toward the tree could conceivably affect the health of the tree.
6. No attachments, fences or wires, other than approved materials for bracing, guying or wrapping shall be attached to any vegetation during the construction period.
7. No measures such as construction pruning and root pruning of trees directly impacted by construction shall occur unless specifically indicated part of the approved Tree Preservation Plan.
8. During construction, all reasonable steps necessary to prevent the destruction or damaging of trees (other than those specified to be removed) shall be taken. The developer shall be responsible for the prevention of dropping, tracking and/or accumulation of dirt, mud or other loose materials on sidewalks, driveways or street. Trees destroyed or receiving major damage shall be replaced per subsection C.
9. Unless otherwise authorized and specifically noted on either a Tree Removal Permit or on a Landscape or Tree Preservation Plan approved by the Village Board, no soil is to be removed from within the root zone of any tree that is to remain.

C. Tree Preservation Standards. The tree preservation standards are intended to guide development

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of wooded parcels where the buildings are placed among the trees. Plans in which separate areas of trees are proposed to be set aside for preservation will be considered on a case-by-case basis.

1. *Inventory.* The inventory of trees on a site is a fundamental step in assessing the opportunities for development and tree preservation. A two-stage tree survey process is required. The two-stage approach permits proper assessment and planning of development sites, while controlling tree surveying costs. Locations for smaller trees (six-inch to less than 12 inches DBH) are required in Stage Two, once an overall concept plan has been developed.

a. *Stage One.* The first stage information is to be used in the overall planning of the site. This includes general road, utilities and lot or building layout.

In the first stage, all trees equal to or greater than 12 inches in diameter at breast height (DBH), measured four and one-half feet above ground line, shall be located on a tree survey (with accuracy as required by the Village) at scales consistent with the engineering plan, site plan and subdivision plat. The specie, size (DBH) and condition (per Village requirements) shall be noted on the survey or in an accompanying document keyed to location. These trees shall be numbered in the field and on the plans.

Trees that are less than 12 inches DBH shall be included in a type map of the site that is prepared at scales consistent with the engineering plan, site plan, and subdivision plat. The type map shall delineate the vegetative communities on the site and will include trees less than 12 inches DBH of all species and other significant vegetation. The type map shall include canopy trees, understory trees and shrubs, and ground plan plants. Data shall include species, density, size, class and other pertinent information (e.g. approximately 25 white and red oaks under six inches DBH, and 15 red oaks over six feet 12 inches DBH in good condition, area appears poorly drained). The number of trees six inches to less than 12 inches must be designated along with their specie and condition (see Stage Two).

No survey shall be required of any trees in a delineated wetland, nor shall any credits be allowed for such trees.

b. *Stage Two.* In this stage, the specific placement of buildings, roads, utilities, driveways, etc. are determined.

A survey of trees between six inches and less than 12 inches DBH (remaining outside of the designated street pavement areas, detention ponds, and delineated wetlands) shall be conducted (with an accuracy as required by the Village). The specie, size (DBH) and condition (per Village requirements) shall be noted on the survey or in a table.

c. *Condition Rating.* The condition of the trees shall be based on a 6-point scale with 1 being the best and 6 the worst.

Rating	Description	General Criteria
1	Excellent	The tree is typical of the species, has less than

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		10 percent deadwood in the crown that is attributable to normal causes, has no other observed problems, and requires no remedial action.
2	Good to Fair	The tree is typical of the species and/or has less than 20 percent deadwood in the crown, only one or two minor problems that are easily corrected with normal care.
3	Fair	The tree is typical of the species and/or has less than 30 percent deadwood in the crown, one or two minor problems that are not eminently lethal to the tree, and no significant decay or structural problems, but the tree must have remedial care above normal care in order to minimize the impact of future stress and to insure continued health.
4	Fair to Poor	The tree is not typical of the species and/or has significant problems such as 30—50 percent deadwood in the crown, serious decay or structural defect, insects, disease, or other problems that can be eminently lethal to the tree or create a hazardous tree if not corrected in a short period of time or if the tree is subjected to additional stress.
5	Poor	The tree is not typical of the species and/or has over 50 percent deadwood in the crown, major decay or structural problems, is hazardous or is severely involved with insects, disease or other problems that even if aggressively corrected would not result in the long-term survival of the tree.
6	Dead	Less than 10 percent of the tree shows signs of life.

The assignment of the category ratings to specific trees are subject to the approval of the Village Department of Development Services which shall make the final determination. The Village Department of Development Services may, at its discretion, retain an urban forestry consultant to assist the Village (utilizing funds placed on deposit for this purpose by the petitioner).

2. *Preservation Standards*—The preservation standards set forth the number of trees that are required to be retained on a development site. The standards take the condition, size and specie into account in determining how many trees need to be retained. The standards also provide for the option of mitigating the removal of additional trees by planting compensating trees according to the schedule outlined below.

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a. *Number of trees by species, size and condition.* The first stage tree inventory required above shall be utilized as the basis for determining the number of trees to be preserved on a site. The number of trees retained on the site shall be based on the tables below, however, in no case shall the total number of existing trees retained on site, with or without mitigation, be less than 15 percent of all living trees six inches and larger:

- 1) For trees in fair or better condition (in the opinion of the Village):

Table 1
Required Tree Retention
(without Mitigation)-(1)

Tree Size ⁽³⁾			
6-11.5" in			
6-11.5" DBH			
Tree Size (3):			
12-29.5" in-DBH	> = 30" in-DBH		
<i>Species Quality</i>			
Species Group A ⁽²⁾	45%	55%	65%
Species Group B ⁽²⁾	30%	40%	50%
Species Group C ⁽²⁾	0%	10%	15%

Note 1: Mitigation may, at the option of the developer, reduce the percentage of existing trees retained by providing additional trees - see subsection (d), Mitigation.

Note 2: The Species Groups are defined as:

- (a) Species Group A shall include trees rated 70 or above on the IAA rating system*. This group includes trees such as Bur Oak, Shagbark Hickory.
- (b) Species Group B shall include trees rated at 50 or 60 on the IAA rating system*. This group includes trees such as Norway Maple, White Ash.
- (c) Species Group C shall include trees rated below 50 on the IAA rating system*. This group includes trees such as Boxelder, Slippery Elm.

*IAA rating system refers to the publication "Species Rating and Appraisal Factors for Illinois" (1994)-by the Illinois Arborist Association- (most recent edition).

Note 3: For trees in fair or better condition (in the opinion of the Village).

b. *Qualification for consideration as preserved.* In order to be considered preserved a tree must meet all of the following criteria:

Table 2:
Preservation Criteria

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	Undisturbed Critical Root Zone Area	AND	Undisturbed CRZ Circumference
Species Group A	85%		75%
Species Group B	75%		60%
Species Group C	75%		60%

The critical root zone (CRZ) is defined as a circle around a tree with one foot of radius for every one inch of tree diameter at breast height (DBH).

The undisturbed critical root zone area is equal to the percentage of the area of the critical root zone in which there is no alteration of the natural grade (including, but not limited to, filling, excavation, trenching).

The undisturbed circumference is equal to the distance along the critical root zone circumference between the disturbed critical root zone areas (including, but not limited to filling, excavation and trenching) which intersect the circumference. The distance shall exclude all of the disturbed area at the circumference.

In addition to the undisturbed critical root zone area and circumference, in order to qualify as a preserved tree, the critical root zone must be free of any influences outside it that may effect the health of the tree (including, but not limited to, site drainage alteration). The developer must comply with any maintenance and preparation requirements (including, but not limited to, watering, mulching, root pruning, limb pruning, fertilizing, fencing, etc.) as determined by the Village at the time of any approvals. This may include additional requirements at the time of subdivision and site plan approval, if applicable. The Village shall have the right to request notification of upcoming maintenance, as well as records detailing performed maintenance, to confirm that maintenance is being performed properly.

c. Trees that meet the criteria of this section shall be considered preserved, and no replacement trees shall be required if the tree dies (except as provided under Enforcement).

1) *Criteria for Retention.* The Village may consider a variety of criteria in determining the individual trees that are to be retained for preservation. Preserved trees must meet the standards listed above. In addition, the Village may consider the condition of individual trees, tree groupings, appearance, the overall diversity of tree species and sizes on the parcel, and the long-term viability of the trees on the site in determining the specific trees to be retained. Final plans for tree retention shall be included in the subdivision or site plan approvals as appropriate.

2) *Tree Preservation Plan.* Tree retention and mitigation shall be considered as part of the development review process outlined in the Subdivision Code. A tree preservation plan shall be submitted at a scale consistent with the engineering plans. The plan shall also include a list of all trees indicating their fate (removed or preserved), as well as their tag number, location, specie, size, condition, whether the tree is a preserved tree or a mitigation tree, and any treatment that may be applied to the tree

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(e.g. pruning, fertilizing, etc.). The plan shall also include the location of all tree preservation fencing and silt fencing. Mitigation calculations in accordance with the procedures set forth herein shall be included.

3) *Tree Protection.* Tree protection fencing shall be noted on engineering and site plans. Fencing shall be located at the limit of construction. (NOTE: It may not always be outside of the CRZ).

The installation of fencing shall be in accordance with Village requirements. The fence shall consist at a minimum of wood snow fence (and erosion control fence where siltation may occur) secured to metal posts at a maximum of eight-foot intervals. Erosion control fence, in conjunction with tree protection fencing, must not be trenched into the ground. An alternative Village approved method must be utilized. At a minimum, signs which are legible at ten feet shall be posted and maintained at intervals no less than 30 feet which clearly state "Tree Protection Area. Do not enter. Do not move or alter fence. Violation subject to fine and work stoppage". The Village may, at its option, install the fencing utilizing funds deposited with the Village by the developer for that purpose. All tree protection fencing must be installed and maintained prior to any construction as approved by the Village as part of the approval process. In no case shall tree protection fencing be removed, breached, temporarily removed, altered, or relocated without written authorization from the Department of Development Services of the Village.

The removal, temporary removal, alteration, or relocation of an installed tree protection fence without written authorization from the Department of Development Services of the Village shall incur a penalty of \$100.00 per occurrence. The developer/builder shall be responsible for paying this penalty.

Entering a tree protection area that was required to be fenced shall result in an additional penalty of \$50.00 per diameter inch for any tree that is damaged in the opinion of the Village, including, but not limited to, grading, trenching, limb or bark removal, storage of materials or parking of vehicles. The cost of any necessary remedial tree care action, in the opinion of the Village, shall be the responsibility of the developer/builder.

4) *Financial Guarantee.* A financial guarantee for the purpose of assuring compliance with tree protection standards shall be required by the Village. The financial guarantee amount shall be \$100.00 per tree to be retained, but in no case less than \$10,000.00. This amount may be included as part of the overall project guarantee.

d. *Mitigation.* It is recognized that some tree loss is necessary to develop many parcels. The mitigation process is intended to replace the lost trees with added tree density. The percentage of trees retained on the site may be reduced in accordance with Table 3 with the approval of the Village Board if compensatory trees were provided in accordance with Table 4. Mitigation is only required for the trees removed below the standards in Table 1: *Required Tree Retention.*

Table 3
Percentage Retention with Mitigation for Removed Trees

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Tree Size ⁽³⁾			
		6-11.5" DBH	
<i>Tree Size⁽²⁾</i>			
12-29.5" DBH	> = 30" DBH		
<i>Species Quality</i>			
Species Group A- (1)	35%	45%	55%
Species Group B- (1)	20%	30%	40%
Species Group C- (1)	0%	0%	5%

Note 1: See notes under Table 1 for definitions.

Note 2: For trees in fair or better condition (in the opinion of the Village).

Table 4
Replacement Trees Required for Mitigated (Removed) Trees
(Caliper inches for DBH)

	Preserved Tree Inches (DBH) Mitigated(Removed)- ⁽¹⁾	
<i>New Tree Caliper Inches</i>		
New Tree Caliper Inches Required ⁽²⁾		
Species Group A	1" lost	3" new
Species Group B	1" lost	2" new
Species Group C	1" lost	1" new

Note 1: Total DBH of preserved trees six inches or greater to be removed.

Note 2: All fractions shall be round to the next full inch.

Replacement trees for mitigated (removed) trees less than 12-inch DBH shall be provided at sizes indicated as follows:

Proportion	Replacement Tree Size
25%	2" caliper
50%	3.5" caliper
25%	5+" caliper

Replacement trees for mitigated (removed) trees 12-inch DBH and greater shall be provided at sizes indicated as follows:

Proportion	Replacement Tree Size
------------	-----------------------

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75%	3.5" caliper
25%	5+" caliper

Caliper is measured at 6" above the root collar for trees up to and including four-inch (4") caliper. Caliper for trees larger than four-inch (4") stock is measured at twelve inches (12") above the root collar.

Translating of existing trees shall be permitted as mitigation trees. All mitigation trees (nursery stock and transplanted) shall be guaranteed for three years after acceptance of the subdivision (or final certificate of occupancy) whichever occurs last.

Trees that are otherwise eligible to be retained, but which do not meet the preservation criteria (Table 2), may be considered as mitigation trees. However, they must be guaranteed for three years after acceptance. If such trees fail to meet acceptance criteria, they must be replaced in accordance with the provisions of this section, except for Table 4; such trees need only be replaced on the basis of 1 caliper inch for each 1" of diameter (DBH).

No credit for mitigation trees shall be given for trees required under the Village Subdivision Code (for example perimeter or street trees). Mitigation trees shall be placed on the site from which they are removed if possible (in the opinion of the Village). If the number of trees cannot be accommodated in the site, they may be on other sites in the Village in accordance with the approval by the Village Board.

Sec. 10-4-8. _____

D- Tree Removal.

A. Tree Removal Permit.

1. An application for a tree removal permit shall be approved by the Assistant Village Manager of Development Services if one or more of the following conditions is present:

- a. It is necessary to remove a tree which poses a safety hazard to pedestrian or vehicular traffic or threatens to cause disruption of public safety.
- b. It is necessary to remove a tree which poses a safety hazard to structures.
- c. It is necessary to remove a tree which is diseased or has been weakened by age, storm, fire or other injury.
- d. It is necessary to observe good forestry practice, such as the number of healthy trees a given parcel of land will support.

e. Removal of any tree for one or more of the above reasons shall require replacement with a tree of a similar species and location, and at a size equal to the minimum planting standards in this code, as approved by the Department of the Development Services.

In the event that the Assistant Village Manager of Development Services does not approve the tree removal permit request, the petitioner may appeal such decision to the Village Board.

2. No person, firm or corporation, with the exception of the Public Works Department, or

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contractor hired by the Village of Hoffman Estates, may remove a street tree without first obtaining an approved permit from the Director of Public Works. Requirements for obtaining an approved street tree permit are as follows:

- a. A written statement indicating the reason for requested removal.
 - b. Approval of all relevant driveway and building permits.
 - c. A review of request and on-site inspection by Village team members.
3. Street tree removal permits may be issued for, but are not necessarily limited to the following reasons:
- a. Approved development would cause damage to the tree to an extent of the street tree's decline.
 - b. Removal of a street tree to permit driveway apron expansion based on the following requirements:
 - (1) A street tree located within 36 inches, as measured from the expected finished edge of the expanded driveway apron to the closest edge of the street tree's trunk at a height of 12 inches above grade, would require removal prior to construction and costs for removal and replacement based on the street tree removal cost charge indicated below in subsection c.
 - c. Once a street tree removal permit is issued, the person, firm or corporation will be responsible for the following:
 - (1) All costs incurred for removal of the street tree, stump and restoration of parkway grade and turf.
 - (2) Street tree removal must be performed by a contractor licensed by the Village of Hoffman Estates.
 - (3) Responsibility for repair of any damage resulting from removal.
 - (4) Replacement cost based upon the following table. Size of street tree measured by diameter at 54 inches above grade and rounded to nearest half inch.

STREET TREE REMOVAL COST CHART

SIZE RANGE OF TREE BEING REMOVED	COST/INCH
1" to 4"	\$100.00 per inch
>4" up to 12"	\$400.00 + \$75.00 per inch in excess of 4" to 12"
>12"	\$1,000.00 + \$50.00 per inch in excess of 12"

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

~~**Sec. 10-4-8. Irrigation.**~~

~~A permanent means of providing water for the irrigation of plant materials shall be provided. The installation of an underground irrigation system is recommended.~~

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~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-4-9. - Enforcement.

This Code shall be a minimum standard and shall be enforced by the Village. Compliance with the approved landscape plan shall be confirmed by site inspection. Compliance with approved tree preservation plans shall be confirmed by site inspection. In the event that tree preservation minimum standards are not undertaken before or maintained during construction, the building permit or grading permit for the parcel shall not be issued or, if previously issued, shall be revoked until such time as these precautions have been complied with. Compliance with approved landscape plans shall be confirmed by site inspection. Measures outlined in Section 11-6-3 of the Municipal Code shall be taken in the event that installation is not completed. Dead, dying or diseased plant materials shall be replaced within one year or by the next growing season. Replacements shall be of "like kind" according to the approved landscape plan.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

ARTICLE 5. - SITE DESIGN AND OPERATION REQUIREMENTS

Sec. 10-5-1. - General provisions.

Sec. 10-5-2. - Off-street parking facilities.

Sec. 10-5-3. - Additional site requirements.

Sec. 10-5-4. - Townhome (Attached Single-family) Development guidelines.

Sec. 10-5-1. - General provisions.

A. *General provisions.* The purpose of good site design is to:

1. Create functional development coordinated with existing site conditions and surrounding areas, and to ensure development that is at a scale consistent with surrounding uses.
2. Create aesthetically pleasing and attractive structures and uses.
3. Minimize adverse impacts to surrounding areas (and the entire Village) and ensure that the development will be an asset to the Village.
4. Provide site and building design that accommodate good pedestrian and vehicular access. To promote these purposes, the site plan shall conform to the following standards which are designed to create a well planned community.

B. *Jurisdiction.* Site plans shall meet the requirements specified in this Article (Article 5). One- and two-family dwellings shall be excepted from the requirements of Article 5; except for common facilities and sales areas, which shall be subject to site plan review including the requirements of this Article.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-5-2. - Off-street parking facilities.

Off-street parking facilities shall be designed and operated in accordance with the following standards.

A. *Parking Area Design.* Off-street parking facilities shall be designed in accordance with the following requirements, shall include good design which provides for safe and efficient vehicular and pedestrian movements while minimizing conflicts between pedestrian and vehicular traffic as noted in Section 10-5-3-A.

1. *Non-Residential Parking Area Locations.* Parking spaces located ~~in the front proximate to customer building entrances, and side areas within direct sight of project sites~~ customer building entrances shall be encouraged, while parking areas located ~~in the rear or near service areas of a project~~ shall be discouraged. Where permitted, parking in rear service areas shall be limited to employee and service parking only, and adequate pedestrian travel paths shall be provided between parking and the building entrance(s).

2. *Residential Off-street Guest Parking.* Off-street parking lots intended for residential guest parking shall be located a minimum of ten feet from any adjacent right-of-way, and shall not be placed in the required minimum front, side, or rear yard areas of any structure.

3. *Curbs.* The perimeter of all off-street parking facilities and all parking aisle end islands shall be provided with a concrete barrier curb. The use of curb stops or bumper blocks shall be prohibited.

4. *Cross Sections.* Cross sections for all parking lots shall be ten inches of aggregate base, and three inches of asphalt, placed on a subgrade approved by the Village Engineer.

5. *Layout.* To improve visibility within parking areas, aisle and drive intersections shall be as perpendicular as possible.

6. *Site and Parking Area Access.* Access to sites and parking lots shall utilize the following standards, where possible, to minimize vehicular conflicts on adjacent streets. Other design measures may be required by the Village Board to limit points of access on major streets, reduce traffic congestion, and provide coordinated locations for intersection improvements such as signals and turn lanes.

a. Connections shall be provided between parking areas of adjacent properties to allow safe and efficient vehicular travel among adjacent commercial, office, or industrial uses. Such connections shall minimize vehicular conflicts by separating through traffic from parking areas.

b. Shared driveways shall be provided where possible for adjacent commercial, office, and/or industrial uses.

c. Site and parking lot access drives shall be designed to provide safe vehicle and pedestrian / bicycle movements and to avoid conflicts with adjacent public and/or private streets.

d. In order to minimize conflicts and increase connection opportunities, access drives should align with corresponding access drives located across public or private streets.

e. For major site developments, access drive intersections with any adjacent public or

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private streets (other than parking lot aisles) shall have a minimum separation of 125 feet (as measured at the centerline of the access drive), where possible. Intersections of access drives with public streets shall also be subject to the requirements of the appropriate governing agency(ies) for those streets. Greater separation may be required based on the length of turn lanes on the adjacent street or roadway.

7. *Loading and Delivery Areas.* Delivery routes and areas shall be provided to accommodate the largest delivery vehicle to visit the site on a regular basis. Delivery routes and areas shall meet public street paving requirements. See Section 10-5-2-B for Off-Street Loading Space requirements.

8. *Drive-Through (drive-thru) and Vehicle Stacking Area Access.* All drive-thru and vehicle stacking areas shall provide safe and efficient traffic movements and minimize conflict with pedestrians, bicyclists, vehicles, and parking space access.

a. Drive-thru and vehicle stacking areas shall include adequate length to accommodate maximum anticipated vehicle queues without interfering with other site operations.

b. Drive-thru and vehicle stacking areas shall include adequate lane widths and turning radii.

B. *Parking Spaces.* An adequate number of parking spaces shall be provided in all developments to accommodate employees, visitors and service vehicles.

1. *Number of Spaces.* For non-residential developments, the parking ~~standards~~ guidelines designated below shall be used as a ~~guideline for reference.~~ All uses not listed below shall be considered on a case-by-case basis. ~~The Planning and Zoning Commission shall have the authority to recommend the total number of required spaces for final approval by the Village Board.~~

a. Where opportunities for shared parking exist among mixed-use developments, the developer shall demonstrate the need and accommodations to be provided for shared parking. Such information should consider the following:

1) ~~(1)~~ Access rights to parking among adjacent sites.

2) ~~(2)~~ Offsetting peak parking demand periods.

3) ~~(3)~~ Convenient and safe pedestrian access. Such shared parking proposals shall be reviewed by the Village during the site plan review process, and shall be subject to Village Board final approval.

b. Requirements for special vehicles, such as busses, delivery vehicles, service vehicles, etc., shall be incorporated into the site ~~plan layout~~, as necessary. The storage of any such vehicles in parking spaces intended for use by customers shall be prohibited. Such vehicles shall be parked in spaces least visible from the public right of way. Any such vehicle that exceeds the length of a parking space shall only be parked in areas specifically designated for such parking as part of the approved site plan.

c. In addition to the parking requirements listed in the Table below, additional spaces may be required for business vehicles.

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d. For non-residential development, the Planning and Zoning Commission shall have the authority to recommend the total number of required loading spaces for final approval by the Village Board, as specified in the Zoning Code.

The values in the table are from the Institute of Transportation Engineers report, *Parking Generation*, and other related publications. These represent the 85th percentile observed parking demands for the selected land uses.

GUIDELINES FOR OFF-STREET PARKING REQUIREMENTS

USE	MINIMUM SPACES PER UNIT (BASIS)
Banks	<u>54.6</u> per 1,000 gross square feet of floor area
Bowling Alleys	<u>75.6</u> per lane
Motels/Hotels	<u>1.21</u> per guest room
Light Industrial	<u>2.7</u> 1.1 per 1,000 gross square feet of floor area
Business/Professional Offices:	
0—149,999 sq. ft. Office Building	<u>3.4</u> per 1,000 gross square feet of floor area
150,000 sq. ft. or more	<u>31/3</u> per 1,000 gross square feet of floor area
Medical Offices	<u>64.3</u> per 1,000 gross square feet of floor area
Places of Worship	<u>.70.6</u> per 1 auditorium seat/attendee
Restaurants:	
Fast Food w/drive-thru	<u>14.78</u> per 1,000 gross square feet of floor area <u>0.57</u> per seat
Fast Food w/o drive-thru	<u>16.9</u> 14.5 per 1,000 gross square feet of floor area <u>0.77</u> per seat
Sit-down "family" <u>with bar / lounge</u>	<u>12.3</u> 17.4 per 1,000 gross square feet of floor area <u>weekday</u> <u>20.4</u> per 1,000 gross square feet of floor area, <u>Saturday</u> <u>0.73</u> per seat, <u>weekday</u> <u>0.72</u> per seat, <u>Saturday</u>
Quality (hour or more stay)	<u>22.2</u> 18.9 per 1,000 gross square feet of floor area, <u>weekday</u> <u>24.1</u> per 1,000 gross square feet of floor area, <u>Saturday</u> <u>0.65</u> per seat, <u>weekday</u> <u>0.48</u> per seat, <u>Saturday</u>
Retail Establishments (unless specified elsewhere, and including shopping centers):	
0—399,999 sq. ft.	<u>4</u> per 1,000 gross square feet of floor area
400,000—599,999 sq. ft.	<u>4.5</u> per 1,000 gross square feet of floor area
600,000 sq. ft. or more	<u>5.25</u> 3 per 1,000 gross square feet of floor area
Theaters	<u>.4</u> per 1 theater seat

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NOTE Table Note: The Developer may submit data to document the basis for a number of parking spaces that differs from these guidelines. The Village shall ~~shall~~ may review current parking data from other sources provided by the Developer to determine the appropriate guidelines for those uses included in the table as well as those not listed within this chart. The Planning and Zoning Commission shall have the authority to recommend the total number of required spaces for final approval by the Village Board.

2. *Number of Spaces.* For attached and multi-family residential developments, the parking standards designated below shall be used as a guideline. The Planning and Zoning Commission shall have the authority to recommend the total number of required spaces for final approval by the Village Board. Additional requirements are set forth in the Hoffman Estates Zoning Code.

a. Within the development, guest parking shall be provided at a rate of no less than one parking space for each four units. Such spaces shall be open to general use and located in a manner where they will be within a reasonable proximity to each residential unit and discourage illegal parking by residents and guests.

b. Off-street parking spaces for residents, clubhouses, recreational buildings, or other necessary purposes shall be provided as prescribed by the Village Board following review of factors including but not limited to residential product type, density, type and size of units, number of bedrooms per unit and anticipated population of the development.

c. Part or all of the required parking for guests or accessory facilities may be approved to be on-street if deemed appropriate by the Village Board.

d. If recreation vehicles and maintenance equipment is permitted to be stored on the property, adequate accessory parking and storage areas shall be provided within the property and such areas shall be screened from view from adjacent properties and roads.

e. In the interest of reducing heat-inducing parking areas, parking on the project site should be sized to generally meet, but not exceed the recommended guidelines. The Village may require reference data or other documentation to justify proposed parking quantities that are significantly higher than the recommended guidelines.

f. Bicycle parking spaces with appropriate racks or lockers to secure bicycle storage are encouraged, especially for sites near designated bicycle facilities or those with a higher likelihood of bicycle users. Generally the racks should be placed within 50 feet of the building entrance in an area safely lighted and visible to those on the site. Wave and U-style bicycle racks are acceptable; other designs can be proposed for review by the Village. Racks should be installed on a concrete pad of sufficient size to accommodate storing and maneuvering of the bicycle. Stored bicycles shall not reduce the usable width of adjacent sidewalks or pedestrian paths.

3. *Parallel Parking Spaces.* The use of parallel parking spaces shall be prohibited, unless specifically approved by the Village Board.

4. *Size of Spaces.* Every off-street parking space shall measure nine feet in width by 18 feet in length. Those spaces adjacent to landscaped areas shall measure ten feet in width.

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See Section 10-5-2-B-[5] for accessible parking space requirements for persons with disabilities.

- a. Where spaces overhang landscaped areas, spaces may be reduced in length by one and one-half feet.
- b. For low turnover parking areas (such as designated employee parking areas), in office and manufacturing uses only, parking spaces with reduced widths of eight and one-half feet may be provided, subject to Village Board approval. Such spaces shall be limited to a maximum of 80 percent of the total parking within such low turnover areas. Visitor spaces shall not be considered as low turnover parking.

5. *Accessible Parking Spaces.* Accessible parking spaces for persons with disabilities shall be provided in accordance with the applicable federal and state requirements, and as detailed herein.

- a. Accessible parking spaces shall be at least 16 feet wide including an eleven-foot wide parking space with a five-foot wide access aisle. The standard eight-foot parking space with adjacent eight-foot wide access aisle may be considered in some cases. Adjacent parking spaces shall not share a common access aisle. All access aisles shall be diagonally striped and shall be provided with a gradual transition to an accessible route to the on-site destination. Such spaces shall also measure 18 feet in length. Where such spaces overhang landscaped areas, spaces may be reduced in length by one and one-half feet.
- b. The total number of accessible spaces may be distributed within a parking lot if greater accessibility is achieved in consideration of such factors as anticipated usage, number, and location of entrances, etc.
- c. Accessible parking spaces shall be provided in accordance with the requirements of the table below.

**REQUIREMENTS FOR
ACCESSIBLE PARKING SPACES**

Total Off-Street Parking Spaces Required

Required Minimum Number

Required Minimum Number of Accessible Parking Spaces	
1 to 2025	1
2126 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

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501 to 1,000	2% of total number
Over 1,000	20 plus 1 for each 100 over 1,000

d. The Planning and Zoning Commission may, upon review of a specific request, require additional accessible spaces for environmentally limited persons with disabilities as deemed necessary. Such additional spaces may be warranted for such uses as hospitals, medical complexes, senior citizen housing, services for persons with disabilities, etc.

e. Accessible spaces shall be signed in accordance with the standards established by the State of Illinois, Capital Development Board.

6. Preferred Parking Spaces. Preferred parking for carpools, vanpools, low-emitting vehicles, and/or fuel efficient vehicles may be permitted for sites where these types of vehicles are likely or encouraged to utilize such spaces.

7. Electric Charging Stations. Parking spaces may be designated for electric charging stations, subject to site plan approval by the Village. Such spaces shall not take the place of required customer parking. Electric charging units shall conform to all applicable building code and permitting requirements.

C. *Parking Aisles.* Parking aisles shall be provided in accordance with the following standards.

1. *Widths.* The width of all aisles providing direct access to individual parking spaces shall be in accordance with the requirements specified in the table below.

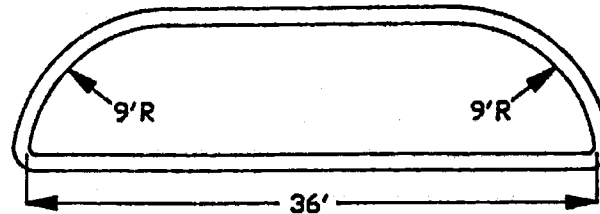
REQUIREMENTS FOR AISLE WIDTHS

Aisle Width	Parking Angle (Degrees)								
	<u>Aisle Width (Feet)</u>								
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">90</td> <td style="width: 50%; text-align: center;">24</td> </tr> <tr> <td style="text-align: center;">75</td> <td style="text-align: center;">22</td> </tr> <tr> <td style="text-align: center;">60</td> <td style="text-align: center;">18-</td> </tr> <tr> <td style="text-align: center;">45</td> <td style="text-align: center;">13.5</td> </tr> </table>	90	24	75	22	60	18-	45	13.5
90	24								
75	22								
60	18-								
45	13.5								

Aisle widths for all other aisles shall be as specified by the Village Board.

2. *Parking Aisle End Islands.* Raised curbed islands shall be placed, as necessary, within parking lots to clearly define all parking rows, collector aisles, and general circulation routes. Corner radii of islands shall be a minimum of nine feet as measured at the back of the curb for perpendicular aisles and spaces, as detailed in the diagram below.

TYPICAL PARKING ROW ISLAND AND DESIGN



D. *Service Drives.* The minimum width of a service drive shall be 24 feet. Such drives shall not be encroached upon by dumpsters, utility installations, accessory structures or other such uses or equipment as required by the occupant of such building. One-way service drives are prohibited.

E. *Snow Storage.* Snow storage shall be indicated on-site plans, and shall be designed to be accommodated outside of the following locations whenever possible:

1. Landscape areas, other than those islands containing only groundcover.
2. All accessible (handicapped) parking spaces and aisles.
3. All areas where intersection sight visibility, as specified in ~~Section 10-5-3 [F]~~, by this code would be impaired by the snow storage.
4. Adequate visibility and movement for pedestrians shall be maintained.

F. *Access to State, County and Township Roads.* The submission of site plan application materials shall include evidence that plans have been submitted to the applicable agency controlling permits for access to township, county, or state roads, and that review by the agency is underway. The plans submitted to the agency shall include all information regarding access to the adjacent roadway(s).

G. *Maintenance.* All parking areas shall be maintained at all times in a broom clean condition without potholes, broken curbing, or other surface irregularities. All landscaping shall be maintained in a flourishing condition in conformance with the approved plans. Pavement striping shall be maintained and kept visible at all times, and all illumination shall be maintained in functioning condition.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-5-3. - Additional site requirements.

A. *Pedestrian Access.* Access for pedestrians shall be designed to be readily accessible and usable by persons with disabilities (including depressed curbs or ramps) in accordance with the applicable federal and state requirements, and as detailed in the following requirements. The most restrictive of various requirements shall apply.

1. *Location.* Paved Pedestrian Walkways shall be provided to assure continuous passage pedestrian access both within the site and to connect to adjacent off-site sidewalks and areas. Walkways shall be located to minimize conflicts between pedestrian and vehicular movements, and shall be provided at the following locations:

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- a. All entrances to the site.
 - b. Connecting accessible parking spaces with the building(s).
 - c. Along building facades to provide access between separate building entrances and from parking areas.
 - d. Across physical barriers, such as parking lot islands, where islands may obstruct natural pedestrian movements.
 - e. To connect to public sidewalk along the property frontage.
2. *Specifications.* Paved Pedestrian Walkways shall be designed in accordance with the following requirements:
- a. The minimum walkway width shall be five feet. Where walkways are located adjacent to parking spaces, five feet of walkway width shall be placed outside of the two and one-half foot overhang adjacent to the parking space.
 - b. Walks shall be maintained in a clean manner, with no obstructions. During all times of Village authorized sales events or approved outdoor seating areas, a minimum sidewalk travel area of five feet in width shall be maintained.
 - c. Landscaping or other obstructions shall not reduce the usable width of the sidewalk to less than 5 feet. Maintenance of landscaping is the responsibility of the property owner to ensure the minimum required clear walking space is available.
 - d. In areas of commercial use, transit stops, or other situations with higher pedestrian volumes, a width of 8 feet or more shall be provided as determined by the Village.
 - e. Pedestrian paths shall generally be constructed of concrete or asphalt, however the use of permeable materials to reduce runoff may be permitted subject to Village approval.
3. *Medical Facility Access.* Automatic doors shall be provided at the principal entrance used for public access, at medical-related facilities. The Village Board may require additional locations for automatic doors if greater accessibility is achieved in consideration of such factors as anticipated usage, number and location of entrances, etc.
4. Parking aisles shall be situated to allow pedestrian movements leading to the main entrance(s) with minimal pedestrian crossing of traffic aisles.

For non-residential and non-retail projects, lockable changing areas and showers are encouraged to be provided for employees. Lockable restrooms or bathroom stalls may be used for changing areas as long as they are sized to allow convenient changing.

B. *Emergency Access.* Emergency access shall be provided on all sites in accordance with the following standards, or as otherwise approved by the Fire Prevention Bureau. All Fire Lanes and Emergency Access Routes shall be designed to accommodate a vehicle with a minimum 35-foot interior turning radius, 41-foot curb-to-curb turning radius, and a wall-to-wall turning radius of 46 feet.

1. *Fire Lanes.* Fire lanes shall be required and posted around all buildings and sites as specified and approved by the Fire Official.

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- a. *Location.* Fire Lanes shall be located along a minimum of 50 percent of the perimeter of each building, unless otherwise approved by the Fire Official. All fire lane locations will be determined based upon review of building use, construction, and installed fire suppression systems.
- b. *Size.* Fire lane size shall meet the current requirements of Village Building and Fire Codes.
- c. *Construction.* Fire lanes shall be constructed to meet the current requirements of Village Building and Fire Codes.
- d. *Maintenance.* All fire lanes shall be maintained free of obstructions by the property owner as required by the Fire Official to allow Fire Department access.
- e. *Posting.* All fire lanes shall be posted with signs at locations designated by the Fire Official. All costs for installation and ongoing maintenance of the signs shall be the sole expense of the property owner.
- f. *Signs.* ~~All fire lane signs shall be 12" x 18" in size with a red legend on a white reflective background. Sign legend shall contain the "NO PARKING" symbol of a "P" in black, circumscribed in a red circle with a red slash in the upper portion of the sign. The parking restriction of "FIRE LANE" shall be located directly underneath the "No Parking" symbol. In addition there should be a single-headed arrow pointing in the direction the regulation is in effect, if the sign is at the end of a zone, or a double-headed arrow pointing both ways, if the sign is at an intermediate point in a zone.~~ All fire lane signs shall conform to the Manual for Uniform Traffic Control Devices and any additional requirements of the Fire Department.

2. *Emergency Access Routes.* A continuous (loop) route shall be provided, where possible, for emergency vehicle ingress to the site, access to the fire lane(s) and to the building, and separate egress from the site without reversing direction. All emergency access routes shall meet the general requirements for fire lane construction and maintenance, and shall be posted as a fire lane unless otherwise approved by the Fire Official. Fire lanes and emergency access routes shall meet public street paving requirements.

C. *Trip Reduction Measures and Transit Access.* The Village encourages the implementation of trip reduction measures within each site. As such, major site developers are encouraged to provide information regarding trip reduction proposals to be implemented as part of a site traffic management plan.

New projects developed near existing or potential transit systems should coordinate with local mass transit providers to locate transit stops near the project site when practical. Overall site design should provide attractive functional and direct sidewalks, paths, and walkways to existing mass transit stops. If an existing mass transit stop is on or adjacent to the project, then the site should provide a safe, well lit, and weather-proof transit shelter for transit users along with a pedestrian connection to the site. Developer should locate signage, brochures, and maps near building exits that indicate the location of nearby transit stops and routes in coordination with the Village and the transit provider

D. *Speed Control Devices.* The use of speed bumps, speed humps, or other similar speed control devices shall be prohibited.

E. *Traffic Control Measures.* ~~D. *Speed Control Devices.* The use of speed bumps, speed humps,~~

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~~or other similar speed control devices shall be prohibited.~~

~~E. Traffic Control Measures. Traffic control measures shall be posted as required by the Police Department, and a letter to enforce such restrictions submitted to the Police Department (when the Police Department has agreed to enforce such restrictions) prior to issuance of any occupancy certificate. A private property enforcement agreement with the Village Police Department is required to be recorded for on-site traffic regulations to be enforceable. All traffic control devices shall conform to the Manual on Uniform Traffic Control Devices and the Village's Development and Standards Manual. It is the responsibility of the Developer and property owner to ensure compliance with the applicable requirements.~~

F. Intersection Sight Visibility. No structure, landscape material, or parked vehicle(s) shall be located within an intersection sight distance triangle, as defined in Section 10-4-3-2, in such a manner as to limit or obstruct the sight distances of motorists entering or leaving an intersection. This shall include intersections within parking areas formed by parking rows and aisles. This provision also applies to snow storage on the site.

G. Lighting. Exterior lighting on private development sites shall provide light levels that are appropriate for the safety and convenience of employees, visitors, and others on the property. All exterior lighting shall be provided installed and operated in accordance with the following requirements. Lighting For lighting of public and private streets, reference Section 10-3-4.

1. Site lighting shall meet Illuminating Engineering Society (IES) of North America recommendations, with specific requirements for parking lots identified in the following tables. In the event IES adopts an updated version of these standards, the development may either meet the standards below or the updated standards.

ESIES Recommended Maintained Horizontal Illuminance for Parking Facilities

Open Parking Facilities

<u>inance for Parking Facilities</u>	<u>Level of Activity</u>	<u>Vehicle Use Area</u>	<u>Enhanced Secur</u>
<u>Pedestrian Area</u>		<u>(only) Basic</u>	
<u>Footcandles</u>	<u>(Minimum on Pavement)</u>		
<u>Uniformity Ratio</u> <u>(Average:</u>	<u>Minimum) 0.2 fc</u>		
<u>Footcandles</u> <u>(Average on</u>	<u>Pavement) 0.5 fc</u>		
<u>Uniformity Ratio</u> <u>(Average:</u>	<u>Minimum)</u>		

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Average		1.0 fc		2.5 fc	
Ratios					
Average to Minimum	0.9	45:1	2	35:1	
Maximum to Minimum	0.6	420:1	4	315:1	
Minimum Vertical Illuminance		0.21 fc	4:4	0.525 fc	4:4

Resource: IESNA RP-20-98, "Lighting for Parking Facilities"

Covered Parking Facilities

Conditions are for minimum maintained fc levels. Covered areas			
	Day	Minimum Horizontal Fc	Maximum to Minimum Horizontal Uniformity Ratio
			Night

Areas Basic

Footcandles

(Average on Pavement)**1.0

Uniformity Ratio
(Average:

Minimum)10:1

Footcandles
(Average on

Pavement)

Uniformity Ratio
(Average:

Minimum)

General Parking and Pedestrian	5		4:1	5	4:1
Stamps and Corners	102.0		410:1	5	4:1
Access	50	4:1.0	5	410:1	
<p><u>15*</u> This recommendation is a requirement to maintain safety time in areas where level of nighttime activity of electric lighting and daylight. <u>Day</u></p>					
	50			-	
Areas shall be measured in travel direction from each prior entrance. <u>Night</u>	1.0			10:1	

1-Resource: IESNA RP-20-98, p11 Table 2

3. Minimum vertical Illuminance shall be measured at 5.0 feet above parking surface at the point of lowest horizontal Illuminance, excluding facing outward along boundaries.

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4. High vehicular traffic and pedestrian locations should generally require the Enhanced Security Level of illumination as shown in the table above. Intersections, building exits and entrances, internal circulator roadways, etc. are examples where this is appropriate.
5. The design, placement, height, and shielding of lighting fixtures shall provide lighting levels be compatible with the building, site development improvements, and surrounding areas, and shall provide conform with the following.
- a) Light pole standards shall generally not exceed 30 feet in height for the safety and convenience of sites less than 10 acres, and shall not exceed 40 feet in height for sites larger than 10 acres. The Village Board may approve higher fixtures as part of the site users plan process where it is determined, in the opinion of the Village, that higher poles are justified.
- ~~2. Excessive light levels which raise the brightness of a site to a level inconsistent with surrounding developed properties of similar land uses shall be discouraged. Determination of potential excessive of lighting levels shall consider the relationships between the proposed wattage, height, type of fixture, use of the property, and existing lighting levels on surrounding properties.~~
- 3b) Light pole bases shall be located in a manner that does not reduce the usable dimensions of a parking space, drive aisle, pedestrian path, or other required area of a site.
- c) Light pole standards and bases shall be materials that are consistent with the quality of the building and other site improvements. Colors shall be complementary to the rest of the site improvements and shall be neutral in nature so as not to be used as attention attracting devices. Signage may not be displayed on poles or bases, except for light pole banners specifically permitted by Village Code.
7. The design of lighting standards and fixtures shall be of a type appropriate to the development. Lighting fixtures among all sites in a development shall be coordinated to provide design consistency.
48. Lighting shall not cause excessive glare or lighting levels onto adjacent roadways and properties. The following standards shall apply to all site development, with the exception of approved outdoor sports facilities for which standards shall be as determined by the Village Board as part of the site plan approval process.
- a) The illuminated face of all fixtures shall be parallel to the ground. Tilted fixtures shall not be permitted.
- b) The light fixture shall be designed so the lens or light source does not extend below the fixture housing.
- 5-c) Outdoor lighting used to illuminate flags, structures, or landscape features must use full cut-off or directionally shielded lighting fixtures that are controlled so that the directed light is substantially confined to the object intended to be illuminated. The light source shall not be visible from adjacent properties or roadways. Additional landscaping or other site amenities may be used to fully shield the light source.

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d) Excessive light levels which raise the brightness of a site to a level inconsistent with surrounding developed properties of similar land uses shall be discouraged. Determination of potential excessive of lighting levels shall consider the relationships between the proposed wattage, height, type of fixture, use of the property, and existing lighting levels on surrounding properties.

e) Lighting shall not be a nuisance to adjacent residents. For developments adjacent to residential properties, the emission of lighting, as measured in vertical and horizontal footcandles, shall not cause any increase in the existing light levels as measured beyond ten feet within the adjacent residential property.-

610. All exterior fixtures shall be provided with automatic switches to operate the lights. All fixtures, except for security lighting, shall be turned off daily within one hour after site operations cease._

11. Light Pollution Reduction. All sites shall maintain safe light levels while avoiding off-site lighting trespass and night sky light pollution. Site lighting should be minimized where feasible and photometrics shall be employed in designing lighting plans. Designs that should be employed to reduce light pollution include full cut-off luminaries, low-reflectance surfaces and low-angle spotlights.

13. All exterior lighting should use the most energy-efficient technologies available unless it is not practical.

H. *Building Design.* The evaluation of building appearance shall be based on the quality of the design and the relationship to surrounding land uses. The building design standards will integrate several design elements and objectives and are intended to provide a framework for future developments and guide developers and consultants in their building design. These guidelines are not to be construed as limiting architectural creativity, but to promote development that will be successful.

The goals of these guidelines are to ensure that the standards set forth will improve the character and aesthetics of the buildings and make them more attractive, collectively being built at a higher standard.

1. *Building Scale and Massing:*

a. Buildings shall be in scale with the ultimate development planned for the area, and be compatible with permanent neighboring developments.

b. Large retail buildings shall articulate their primary facades with various design elements to help reduce the overall scale of the building.

c. Large areas of massing should be avoided, or reserved for the rear or side of the building whenever possible. If it cannot be avoided, design elements shall be implemented to break up the massing.

d. The building mass near the front of the building or any area accessible or visible to the public shall be articulated to give it a more pedestrian scale.

e. Landscaping, as per Section 10-4-4-D, shall be incorporated along the foundations of the building facades to break up the monotony of a building mass.

2. *Building Height and Roof Design:*

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- a. Buildings with direct frontage to a public street(s) shall face the tallest façade of the building to the primary street.
 - b. Flat roof designs shall include an articulated parapet wall which acts as a structural element as well as a screening element.
 - c. Small variations that identify the top, middle and base of the building are encouraged.
 - d. Subtle breaks in the roofline are encouraged to break up longer runs of the façade/roof area.
 - e. Buildings with sloped roofs are encouraged to implement dormers and gables along the main frontage to help promote a prominent façade.
3. *Building Materials and Color:*
- a. Materials shall have good architectural character and be in harmony with nearby buildings.
 - b. Materials shall be durable and suitable for the type of building and design in which they are used.
 - c. Any exterior building façade shall incorporate a predominance of high quality materials including brick, stone, glass, or an equivalent material, as approved by the Village Board.
 - d. Elevations visible to the public shall use brick, sandstone, or other native stone, textured concrete masonry, or an equivalent material, as approved by the Village Board. The use of more than one material is encouraged.
 - e. Exterior Insulation and Finish Systems (EIFS) shall be accepted as an accent material on commercial buildings only. EIFS will not be allowed on multi-family residential buildings. Additionally, the use of concrete block, split face block or pre-cast panels on retail buildings is strongly discouraged.
 - f. Colors shall be harmonious and use compatible accents. A building shall utilize principal colors which are similar to those found on other buildings in the area or natural earth tones if there are no buildings in the area. Accent colors (expressed as stripes, color bands, or other similar features) shall be permitted on a limited portion of the building. The accent colors shall not dominate the visual image of the building.
 - g. Any incorporated solar energy systems shall be designed to blend into the architecture of the building or be screened from view from public right-of-way and adjacent properties. The color of the solar collector shall be complementary to the roofing materials.
 - h. When practical, site development is encouraged to include building materials or products that have been extracted, harvested or recovered, as well as manufactured, locally (within 500 miles) of the project site.
 - i. When practical, site development is encouraged to incorporate building attributes that will reduce energy or water consumption, such as green or white roofs, passive lighting design, thermal energy storage, or others.

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4. Architectural Elements:

- a. All facades of a building should be designed with consistent materials and degree of architectural interest, except for service areas facing internal portions of a site where they will not be visible to adjacent properties, roadways, or visitors to the site. Any façade intended to be viewed by the public, such as those where wall signs are proposed, shall be designed with a high degree of architectural interest consistent with any façade facing a public roadway.
- b. Architectural details such as arches, cornices, pilasters, friezes, tile work or moldings are encouraged.

~~4. Architectural Elements:~~

~~a. Façade Articulation:~~

- ~~c. 1. Architectural details such as arches, cornices, pilasters, friezes, tile work or moldings are encouraged.~~
- d. 2. Enhanced exterior light fixtures such as wall sconces, ground-mounted accent lights or decorative pedestal lights are encouraged. Such lighting shall adhere to the standards outlined in Section 10-5-3-G.
- e. 3. Prominent three-dimensional features such as belfries, clock towers, chimneys, towers or domes are encouraged.
- f. 4. Changes in color, texture and material shall be incorporated into the façade.
- a. b. Building components, such as windows, doors, porches, eaves, roof spans, etc., shall be appropriately proportioned to one another.
- g. 5. Monotony of design shall be avoided. Variation in detail, form, and setting shall be used to provide visual interest of and among buildings, including façade and roof element. Variation shall be balanced by coherence of design elements.
- h. 6. Where topographic features contribute to the beauty or utility of a development, they shall be preserved and integrated into the development design. Modification of topography will be permitted where it contributes to good appearance and design.
- i. 7. A list of visual considerations shall be submitted by the developer with each site plan. These considerations shall include an inventory of the existing and planned areas of high visual interest in the project area. A detailed description shall be presented reviewing how the owner will design or locate buildings, and retain or alter existing terrain and trees in such a way as to maintain, enhance or create views within and into the site, as well as develop areas of visual interest. Landscape treatment shall be provided to enhance architectural features, strengthen vistas and develop important axes.

I. *Rooftop Screening.* All rooftop heating, ventilation, and air conditioning equipment, satellite dishes, and other mechanical equipment (except isolated, non-obtrusive stacks and vents) shall be

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screened by a parapet wall or other approved enclosure of a height sufficient to provide complete screening from all adjacent properties. ~~All other rear elevations shall screen such equipment by the use of a parapet wall or other approved enclosure.~~ (all elevations). Roof or building mounted solar energy systems shall not exceed the maximum allowed height in any zoning district. For purposes of height measurement, solar systems other than building-integrated solar systems shall meet the same screening requirements as other mechanical devices.

J. *Utilities and Ground (Grade) Level Screening.* Installations of all satellite dishes, HVAC equipment, utility services and structures, and other mechanical equipment shall conform to the following requirements:

1. All utility services (e.g. gas, electric, phone) shall be located underground.
2. Satellite dishes, HVAC equipment, and utility structures shall be screened, where possible, by walls, fences or other such elements.
3. All utility meters shall be located either inside the building itself, or in a recessed area within the rear or interior side facade of the building and shall be screened by walls that match the building material. Utility meters shall not be located within the front or corner side facades.
4. All ground mounted solar energy systems and other renewable energy generators must be screened from view to the extent possible without reducing their efficiency, and shall meet the principal structure setback for the zoning district in which it is installed.

K. *Chain Link Fences.* The use of chain link fences shall be prohibited, except for around tennis courts and other similar recreational facilities as approved by the Village Board.

L. *Retaining Walls.* The use of wooden retaining walls, including railroad ties, is prohibited. Only masonry or concrete walls are allowed. All residential retaining walls shall not exceed four feet in height.

M. *Refuse Disposal and Recyclable Material Storage Areas.* Provisions shall be made for the temporary storage of refuse and recyclable materials produced on-site, subject to the following requirements. Utilization of recycled materials for construction is encouraged in site development when feasible. A recycling collection program shall be established by the property owner in accordance with Section 7-9-1-L (Commercial Recycling requirement) of the Municipal Code.

1. Such storage shall be placed within a building or in an exterior fenced enclosure. Such enclosures shall provide screening by a solid fence or wall of a height, as approved by the Village Board, adequate to shield all containers within the enclosure, and material within the fenced enclosure shall not extend above the height of the fence or wall. The area shall be secured by a solid gate or provide an overlapping opening which completely screens all views into the enclosure. The use of chain link fences with slats shall be prohibited.
2. All refuse disposal and recyclable material storage enclosures shall be located in areas designed to provide adequate accessibility for service vehicles. Locations shall generally be to the rear of buildings or in areas where minimal exposure to public streets will exist. Such enclosures shall not be located in required aisles or landscaped buffers.
3. Where residential uses are located adjacent to a development, refuse disposal and

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recyclable material storage enclosures shall be discouraged from being placed in adjacent areas, and refuse disposal and recyclable material storage enclosures for food establishments shall not be located adjacent to boundaries with residential districts.

4. Refuse disposal and recyclable materials, and other equipment such as grease containers, or outdoor storage of materials such as pallets, shall not be placed outside of exterior fenced enclosures.

5. The location of such storage meet all sight distance requirements of this code and shall preserve adequate visibility for pedestrians using the site.

N. *Signs.* Site plan approval shall not authorize the placement of any signs on the subject property, however for buildings on a property where a Master Sign Plan has been adopted in conformance with the Zoning Code (Chapter 9), building elevations approved through the site plan approval may include areas specifically designated for signage installation, subject to conformance with all Zoning requirements.

O. *Noise.* No person, use or activity shall cause or allow the emission of sound beyond the boundaries of their property that would adversely affect adjoining properties.

P. ~~*Site Plan Green Initiatives.* The Village of Hoffman Estates recognizes the importance and desirability of incorporating environmentally sustainable site design techniques and maintenance practices into new developments. The guidelines set forth below shall be incorporated into all non-residential site design where practical.~~

~~*Preferred Parking.* Provide preferred parking for low-emitting and fuel-efficient vehicles for five percent of the total parking on the site. Within office/industrial/manufacturing developments, preferred parking should be provided for carpools or vanpools for five percent of the total number of parking spaces provided for employees. Smaller parking fields where meeting the five percent may not be achievable, may be exempt from the requirement at the discretion of the Village Board.~~

~~*Alternative Transportation—Public Transportation Access.* New projects developed near existing transit systems should work with local mass transit providers to locate transit stops near the project site. Overall site design should provide attractive, functional and direct sidewalks, paths and walkways to existing mass transit stops. If an existing mass transit stop is on or adjacent to the project, then the site should provide a safe, well-lit and weather-proof transit shelter for transit users. Developer should locate signage, brochures and maps near building exits that indicate the location of nearby transit stops and routes.~~

~~*Alternative Transportation—Bicycle Commuting.* All new projects should provide convenient bike rack or bike storage amenities in close proximity to each building on the site. For non-residential and non-retail projects, lockable changing areas and showers are encouraged to be provided for employees. Lockable restrooms or bathroom stalls may be used for changing areas as long as they are spacious enough to allow changing comfortably.~~

~~*Parking Capacity.* Parking on the project site should be sized to meet, but not exceed, minimum requirements.~~

~~*Light Pollution Reduction.* Site lighting shall meet all the standards as set forth in Section 10-5-3-G of the Municipal Code. All sites shall maintain safe light levels while avoiding off-site lighting~~

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~~spillage and night sky pollution. Site lighting should be minimized where feasible and photometrics shall be employed in designing lighting plans. Technologies that should be employed to reduce light pollution include full cut-off luminaires, low reflectance surfaces and low angle spotlights. The use of lower energy or energy efficient lighting standards is encouraged.~~

~~*Construction Waste Management.* Site To the greatest extent practical, site development should include provisions to recycle and/or salvage at least 50 percent of non-hazardous construction and demolition debris. Developer should create and implement a construction waste management plan that, at a minimum, identifies the materials to be diverted from disposal and whether the materials will be sorted on-site or commingled.~~

~~*Use of Regional Materials.* Site development should include building materials or products that have been extracted, harvested or recovered, as well as manufactured, within 500 miles of the project site for a minimum of ten percent (based on cost) of the total materials value.~~

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-5-4. - Townhome (Attached Single-family) Development guidelines.

A. *Purpose.* These guidelines are intended to promote the development of attractive townhome projects that integrate site layout, landscape elements and building architecture to introduce visual interest and avoid monotony. The guidelines are directed towards typical projects in a suburban setting. The concepts outlined in the guidelines are intended to provide for coherence and visual complexity (variety) in the buildings and site design. Rather than develop a set of fixed standards for townhomes, these guidelines provide flexibility for developers by allowing the use of different designs that address the guidelines. The guidelines serve as a framework for the review of townhome projects. This section is specific to townhome design issues; general requirements such as perimeter buffers, park land donations, street trees and other general development standards are contained elsewhere in the Subdivision and Zoning Codes.

B. *Design Guidelines.* Townhome developments will be required to have a design consistent with the following guidelines as set forth in this section, in addition to other requirements of the Village. These guidelines represent a minimum. The Planning and Zoning Commission shall have the authority to recommend alternative designs in addition to (or in substitution for) the guidelines, which equal or exceed the guidelines for final approval by the Village Board. The overall design of the townhome development may be considered in evaluating the appropriateness of specific design features. Additional requirements may be required by the Village Board at the time of subdivision or site plan approval. The overall design of the project should incorporate a mixture of the following elements to achieve a balanced design.

C. *Homeowner's Association.* A Homeowner's Association (HOA) shall be formed to, at a minimum, manage common landscape, pavement and water management areas that are contained within the development, other than those areas which may be accepted by the Park District or other body as approved by the Village Board. HOA documents shall be submitted at the time of subdivision review and shall include agreement to permit police enforcement of fire lane and no parking areas on private property, funding of common maintenance responsibilities and responsibility for private maintenance of the development. Notice regarding maintenance responsibilities for common areas by the HOA must be recorded so as to provide ongoing notice to future property owners.

D. *Landscape Elements and Site Layout.* The overall appearance of a project depends heavily on the building arrangement and the landscape design. The use of curved streets, both on-street and

courtyard townhomes, and strategically placed landscape features should provide visual variety and interest.

1. *Building Relationship to the Street and Street Layout.* The orientation of townhome buildings to the street is of key importance in creating interest in the views from the street. This is most easily achieved by varying the orientation of the buildings to the street so that regular patterns are avoided. Variety is key in providing an interesting view.

There are a number of means of achieving variety in the design. Curved streets that limit the length of views of rows of townhomes and create irregular spaces are an effective means of introducing such elements. Short public loop streets can also be used to limit views and create opportunities for landscape features. Courtyard buildings (off-street areas) are another approach. Courtyard buildings should not be placed parallel to one another. By placing courtyard buildings at varying angles to one another, and by varying those angles from one set of building to another, variety can be created within the development. No more than two buildings should be placed on a single courtyard.

Particular attention should be applied to opportunities to provide landscape elements at principle street view termination points by the positioning of "gaps" between buildings and driveways to accommodate landscaped areas ("mini-parks"). The use of both on-street and courtyard (off-street) units can be used in conjunction with curved streets to create a visually dynamic site with limited apparent repetition. Articulated or "L" shaped buildings may be effective in certain situations. The variety introduced into the site by the building layout should balance the inherent uniformity of the townhome buildings.

2. *Driveway Design and Landscaping.* Minimizing the visual impact of the driveways in townhome developments is challenging due to their close proximity to one another.

Courtyard designs provide off-street access to the garages of facing townhome structures. The use of shade trees in parking areas (courtyards) is critical in providing shade and a softening visual element for large areas of paving. Such tree placement should be designed for the purpose of reducing the apparent areas of paving, and provide for the maximum development of a tree canopy. As referenced in the discussion on the Building Relationship to the Street and Street Layout, the creation of a variety of irregularly shaped spaces in common access areas will help add interest, as well as areas for added green space. Pavement should be minimized while providing for 1) adequate parking in front of garages, 2) maneuvering area, and 3) emergency vehicle access, as required. Common driveway approaches should not be excessively long.

The separation between driveways is of importance in both on-street and off-street designs. This is often an area where providing sufficient green space for a tree is a challenge. However, such a separation is quite influential in unifying the site, and reducing the dominance of the buildings and driveways. A significant physical and visual separation should be provided between adjacent driveways sufficient to support a shade tree. A minimum eight-foot wide green space should be provided between adjacent driveways.

The use of shared driveway approaches (with separate parking in front of the garages) may be used to create added green space in the front yards in certain cases, such as with units that setback relative to other units in the building. Where feasible, grade variations between adjacent drives and the use of different paving materials or edge treatments (e.g. brick)

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should be used to add interest to the site.

Curbing should be provided:

- a. around all landscape islands in courtyard parking areas (except those between unit driveways), and
- b. Repealed.
- c. on the "nose" (adjacent to common driveways) of landscape islands adjacent to unit driveways in courtyard parking areas where there may be a risk of vehicles infringing into landscape areas.

All courtyard shared driveways are not considered public streets and shall be separated from the public street by a concrete apron. All courtyards should avoid creating a "cut-through" path which would draw outside traffic through a courtyard shared driveway. Courtyards shall be constructed with the common driveways designed at a structural number of 2.5. Courtyards should have address range signs visible from the public street.

3. *Trees Along Street Frontage of Courtyard Buildings.* Landscaping in the open space between courtyard buildings and streets should provide filtered views of the building and courtyard parking areas.

4. *Open Space.* Open space should be used to create visual interest in the site and include a predominance of shade trees. A general minimum tree density is one shade tree (2.5 inch DBH) for every 1,500 square feet of landscape area (not including trees in parking areas, and street or access drive trees, as required elsewhere in this Code). A shade tree should be planted in the front yard of all units. While a variety of species and sizes of shade trees should predominate, some use of evergreen trees and ornamental trees should be incorporated into the design for variety and seasonal interest. Evergreen trees should be planted in groupings, rather than individually. The trees and open spaces should be well distributed throughout the site, and should include areas that can be utilized by residents.

5. *Landscaping in Rear Yards.* Rear yard landscaping should provide privacy to residents, as well as semi-private useable outdoor areas.

6. *Grading and Topography.* Relief in the topography of a site can be a useful tool in adding visual interest. A mix of unit exposures (at grade, walk-outs, and look-outs) as well as the creation of views can be another element in the site design process that creates variety on a site.

7. *Guest Parking.* Guest parking shall be provided as set forth in Section 10-5-2 of this Code.

8. *Snow Storage.* Snow storage shall be provided as set forth in Section 10-5-2-E of this Code.

E. *Townhome Building Design.* The appearance of townhomes from the street creates much of the character of townhome developments. Townhome developments are often dominated by views of driveways and garage doors. It is important to introduce variety into the appearance among the units in individual townhome buildings. There should be a balance among building materials, building articulation, and the use of architectural design elements. To some extent, increases in one of these factors can allow some trade-off against others. However, all of the factors should be addressed. Use of the following elements are recommended to achieve this variety. The inclusion of these elements is particularly critical where there are prominent views of the buildings from the street.

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1. *Use of a Variety of Architectural Design Elements.* Vary the design elements of the front and rear of the units in a building. There should be two or more elements that vary among units for three or four unit buildings. Three or more elements should be provided for five or six unit buildings (e.g. dormers with and without windows, siding, brick, or an architectural medallion). Avoid repetition of the same element across a large number of units in the same building. Avoid identical buildings in the same view within the site or adjacent roadways.

2. *Building Articulation.* The design should include articulation of the front, rear and side (particularly for street facing units) building facades. Large expanses of undivided roof areas should be avoided. The division of the roof by varying the heights of the roof sections and the use of dormers are examples of common approaches to addressing this concern. The mass of the building should be varied to provide for visual complexity and interest.

3. *Building Materials.* A minimum of 25 percent of the front of the building should be brick. Brick should also be used to add visual interest to the rear elevation. Brick should be utilized in areas where it will be prominently viewed, and contribute to the overall appearance of the structure. The use of brick, in addition to another siding material, adds another color and texture to the building, improving its appearance. The meeting of materials should occur "naturally". For example, brick should not simply change to siding at an exterior corner. Rather, transitions such as at certain interior corners or in a "wrapped" corner to create a "column" are preferable.

4. *Garages and Front Doors.* Because the garage doors and driveways typically dominate the front of the townhome building, it is important to lessen their visual impact. The use of different building (facade) designs for adjacent garages can reduce the perceived predominance of the garage doors. Such designs can visually emphasize one garage and minimize the other, thus reducing apparent repetition in the design. Significantly, varying the projection of garages among units in a building can also help divide the mass of the building and create interest. Also, the use of two single garage doors, as well as double garage doors for two car garages adds variety.

Front doors should be prominently visible to provide for both a human scale and a sense of security.

5. *Style Integrity.* The use of building materials and the building design should reflect a particular style. The inappropriate mixture of styles and materials should be avoided.

6. *Building Size.* Varying the number of units in a courtyard (off-street) buildings from three to six can aid in adapting to a site, as well as promote variety. A maximum of one in six buildings may contain six units. The number of units in a courtyard shall not exceed 11. In order to limit a large number of adjacent driveways (and curb-cuts), on-street buildings should be limited to four units (six if end-loaded units are used, so that access to any unit over four must be from the side).

7. *Foundation (Building) Landscaping.* Landscaping adjacent to the building should complement the architecture of the building, however, it should not substitute for architectural character.

8. *Building Materials.* Building materials shall be provided for as set forth in Section 10-5-[3]-H of this Code. Particular attention should be placed on selecting materials that will not be subject to premature deterioration or require excessive maintenance.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

ARTICLE 6. - DEVELOPMENT DOCUMENTS

- Sec. 10-6-1. - Application.
- Sec. 10-6-2. - Community impact statement.
- Sec. 10-6-3. - Plat of subdivision documents.
- Sec. 10-6-4. - Site plan documents.
- Sec. 10-6-5. - Additional documents.

Sec. 10-6-1. - Application.

An application and supporting documents for development review shall be filed with the Department of Development Services on forms provided by the Department. Copies of the development application, development plans, all supporting documents, and payment of the required application fee shall be filed with the Assistant Village Manager-Development Services in accordance with the specifications and procedures of the Department of Development Services. Where submission of particular documents is not deemed to be warranted to ensure proper review, the Assistant Village Manager-Development Services may recommend waiving the submission of the document. A request for site plan review may be considered simultaneously with a request for a plat of subdivision, or such other reviews as Zoning Map amendments, annexations, etc.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-6-2. - Community impact statement.

A. Intent and Purpose.

1. A Community Impact Statement (CIS) shall be prepared in accordance with Village requirements. The purpose of the Community Impact Statement is to supplement site, landscaping, engineering, grading, architectural, and subdivision plans by providing the Village with detailed information about the effect which a proposed project is likely to have on the community and its environment, and to list ways in which any adverse effects of such project might be minimized. The submission requirements under this Section are in addition to those listed elsewhere in Chapter 10 (Subdivision Code) (including the Landscape and Site Plan sections). The standards and requirements for preparing development plan documents, as referenced in this Code, shall be used in preparing appropriate sections of the Community Impact Statement regarding such documents. The Department of Development Services may waive the requirement for a Community Impact Statement where submission of such a study is not warranted due to the nature and/or scale of the application.

B. Scope. No person, firm or corporation shall engage in development or land disturbing activities without first providing a Community Impact Statement in accordance with the specifications and procedures hereinafter set forth. Elements of phased projects may be treated as separate projects with regard to the Community Impact Statement requirements.

C. Specifications/Procedures.

1. Community Impact Statement and Supplementary Community Impact Statement. The Community Impact Statement submission process is divided into two phases. Initially, the

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petitioner submits a Community Impact Statement which provides basic information regarding the effects of a project.

Additional information may subsequently be required in the Supplementary Community Impact Statement based upon review of the Community Impact Statement and upon the nature of the project.

2. Pre-Application Conference. Before filing a Community Impact Statement, the developer may confer with the Assistant Village Manager-Development Services for the purpose of reviewing the procedures to be followed regarding the submission of a Community Impact Statement.

3. Submission of a Community Impact Statement. The developer shall complete and file with the Assistant Village Manager-Development Services a Community Impact Statement in conjunction with the submission of development plans. The applicant shall submit a CIS in accordance with procedures as outlined by the Department of Development Services. The Assistant Village Manager-Development Services shall review the Community Impact Statement and shall make one of the determinations listed below. Any appeal of the decision of the Assistant Village Manager-Development Services shall be made to the Village Manager.

a. The Assistant Village Manager-Development Services may determine that additional information is required due to possible impacts on the community and therefore require the submission of a Supplementary Community Impact Statement or additional information in the Community Impact Statement. The Assistant Village Manager-Development Services shall determine the scope of issues to be addressed in the Supplementary Community Impact Statement based upon the Community Impact Statement.

b. The Assistant Village Manager-Development Services may determine that no additional information beyond the Community Impact Statement is required with regard to probable impacts on the community and therefore does not require a Supplementary Community Impact Statement.

4. Referral. Both the Community Impact Statement and the Supplementary Community Impact Statement (if required) shall be forwarded to the Planning and Zoning Commission as part of the petitioner's application. The Planning and Zoning Commission may request additional information during Planning and Zoning Commission review of the proposal.

D. Community Impact Statement Requirements.

1. *Property Description.* The following material shall be submitted to provide an accurate description of the subject property:

a. *Boundary Survey.* A boundary survey or survey of record prepared at a scale of not less than one inch equals 100 feet. The survey shall include the following material:

- 1) Name of the person or firm responsible for preparation of the survey.
- 2) Location, width and name of abutting or adjoining rights-of-way.
- 3) Legal description of the parcel in a format appropriate for legal advertisement (including the total acreage of the parcel).

b. *Location Map.* A location map prepared to scale with the subject property clearly

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marked.

- c. *Permanent Index Number (PIN)*. A listing of all the PINs for the subject property.
- d. *Owner of Record*. Name and address of the owner of record.
- e. *Out Parcel Reference*. Notation of surveys and other documents pertaining to parcels which are not part of the project, or parcels identified for future subdivision.
- f. *Land Use*. Description of the existing land use.

2. *Project Description*. The following material shall be submitted to provide an accurate description of the proposed project.

a. *Proposed Land Use Plan*. Descriptions shall be provided for project sub-areas in mixed use or phased projects. The proposed land use plan shall be prepared to scale; however, detailed sub-area maps at a larger scale than the land use plan may be required. The following material shall be submitted to provide an accurate description of the proposed land use plan.

- 1) Identification and description of the land use, including the size in acres, type and number of residential units to be constructed, project density, and type and size of non-residential construction.
- 2) Description of structures, including proposed use, height, total square footage, number of bedrooms (for residential units), construction materials, and other items deemed necessary to accurately describe the proposed structure.
- 3) Notation of the presence of cafeteria or other food preparation or processing facilities in order to determine applicability of a sewer and water surcharge.
- 4) The number of trips generated by the use, the number of off-street and on-street parking provided, parking demand expected, handicapped spaces proposed, and loading spaces.

b. *Adjacent Land Use*. A map shall be submitted indicating the adjacent land uses.

c. *Adjacent Zoning Classification*. A map shall be submitted indicating the adjacent zoning classifications.

d. *Project Compatibility*. A statement describing the compatibility of the proposed project with adjacent land uses and/or land uses permitted under existing zoning. Items analyzed shall include, but not be limited to, lighting, noise, mixture of land uses, building design, screening and shadows (cast by structures over 35 feet in height). Where potential incompatibilities may exist, mitigation measures shall be proposed.

1) A statement shall be submitted which reviews the appropriateness of the building design both with the regard to the individual structure, as well as in relationship to the context developed by surrounding buildings and topography. The following aspects of the building design shall be specifically discussed:

- (a) Building scale relative to planned development in the area and permanent

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neighboring developments.

(b) Architectural materials which are durable, suitable for the type of building and design, as well as demonstrating good architectural character and harmony with nearby buildings.

(c) The appropriate relationship and proportion of building components to one another.

(d) The use of primary and accent colors with regard to their harmony with other buildings in the area and the limitation of accent colors to secondary uses on the building.

(e) The avoidance of monotony of design through the use of variation and detail form and setting to provide visual interest.

2) A list of visual considerations shall be submitted by the developer with a site plan which includes an inventory of the existing and planned areas of high visual interest in the project area. A detailed description shall be presented which reviews how the owner will design and locate buildings, and retain or alter existing grades, drainage and trees in such a way as to maintain, enhance or create views both within and into the site. Where possible, topographic features that contribute to the beauty or utility of a development shall be preserved and integrated into the development design. Landscape treatment shall be provided to enhance architectural features, strengthen vistas and develop important axis.

3. *Construction/Phasing Schedule.* A statement of the proposed construction/phasing schedule shall be submitted. This statement shall include the following material:

- 1) Estimated starting date of construction.
- 2) Total square footage or total residential units to be built by type per year or by phase.
- 3) Estimated completion date of construction.

4. *Environmental Impact Analysis.* The following material shall be submitted to provide an accurate description of the environmental impact of the proposed project.

a. *Topography, Drainage and Hydrology.* The following material shall be submitted describing the topography, drainage system, and site hydrology:

- 1) Identification of floodplains, including the delineation of the floodway and flood fringe, description of flood hazards, and a description of proposed uses within the floodplain.
- 2) Identification of water courses within or adjacent to the proposed project.
- 3) Description and delineation of wetlands.
- 4) A description of the existing drainage system, including the location and description of all drainage improvements.

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- 5) Previous applicable drainage and hydrologic studies.
 - 6) Description of existing drainage problems and any anticipated future drainage patterns.
 - 7) Project drainage plan listing all required improvements and easements for both on-site and off-site drainage facilities, including improvements necessary to satisfy detention requirements.
 - 8) An easement of the impact of the project on community drainage facilities, including a description of methodologies proposed to minimize adverse effects.
- b. *Soils*. The following material shall be submitted describing soil conditions:
- 1) Soil map describing the types of soil found at the site.
 - 2) Identification of building constraints and description of methodology to be used to overcome constraints.
 - 3) Reference to recent soil tests conducted at this site.
 - 4) A summary of the North Cook County Soil and Water Conservation District soils report, with the full report attached.
- c. *Water Quality*. The following material shall be submitted to assess the project impact on water quality:
- 1) Identification of methodologies to be utilized to control erosion and sedimentation during construction of the project.
 - 2) Certification by the project developer that the project will conform to all water quality requirements of the Illinois Environmental Protection Agency.
- d. *Flora and Fauna*. The following material shall be submitted to assess the impacts of the project on plants and animals:
- 1) *Endangered Plant and Animal Species*. The following material shall be submitted describing endangered species: Species inventory of endangered, threatened, or unique plants, reptiles, amphibians, mammals, birds, waterfowl, and other wildlife located in the project area.
 - 2) *Tree Survey*. A tree survey of all existing trees over three inches in diameter, as required under the Landscape Section of the Subdivision Code.
- e. *Noise*. The following material shall be submitted to assess the noise impacts of the project:
- 1) Identification of existing major generators of noise which may potentially affect the project, including noise generated by aircraft, vehicular traffic, industrial activities, commercial activities, etc.
 - 2) Identification of noise sensitive facilities located in the vicinity of the project, including hospitals, schools, nursing homes, churches, parks, housing for the elderly,

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etc.

- 3) Identification of proposed permanent noise generators located within the project and their anticipated noise levels, including a statements describing noise generation resulting from construction sources.
 - 4) An assessment of the impact of the project on adjacent land uses and conversely the impact of adjacent land uses on the project, including a description of the methodologies to be utilized to alleviate excessive noise levels both during and after construction.
 - 5) Certification by the project developer that the project will conform to all noise control requirements of the Illinois Environmental Protection Agency and the Cook County Environmental Control Department.
- f. *Archaeological/Historical Significance.* Material shall be submitted identifying and describing the significant archaeological/historical aspects of the project site.
- g. *Recycling.* A recycling plan shall be submitted in accordance with the requirements of the Article 10 of the Municipal Code (Subdivision Code).
5. *Revenue/Expenditure Impact Analysis.* The following material shall be submitted to provide a description of the impact of the project on community revenues and expenditures:
- a. *Financial Description.* The following material shall be submitted describing the financial aspects of the proposed project:
 - 1) Statement of the estimated total project value, equalized assessed value, and the multiplier used. Estimated selling price for residential units.
 - 2) Current land assessment of the property.
 - 3) Identification of all corporate parties financially involved in the project, including the identification of the principal officers and all major stockholders owning over five percent stock.
 - 4) Identification of parcels to be subdivided from the total tract for future sale or separate financing.
 - b. *Estimated Revenue Generation.* Identification of the total amount of estimated revenue to be generated by the project. This estimate shall include the following material:
 - 1) Identification and description of sources and amounts of revenue generated by the project. This description shall include, but not limited to, real estate tax revenues, vehicle license revenues, Illinois personal income tax revenues, motor fuel tax revenues, water and sewer use revenues, annexation fees, and miscellaneous contributions to various government agencies.
 - 2) Identification and description of those revenues specifically available to the Village of Hoffman Estates and each of the other taxing bodies to which the project is subject.
 - c. *Estimated Village Expenditures.* Identification and description of the sources and total

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amounts of estimated Village revenue expenditures, based on Village requirements and demands created by the project.

d. *Revenue/Expenditure Evaluation.* Summarization, in tabular format, of the estimated revenue generation and Village revenue expenditures required above. Where a negative financial impact to the Village is indicated, justification of the project, in terms of specific community benefits, shall be provided.

E. *Supplementary Community Impact Statement Requirements.* Additional information may be required in the Supplementary Community Impact Statement based upon the Community Impact Statement and development plans submitted. The scope of issues to be addressed in the Supplementary Community Impact Statement shall be determined by the Assistant Village Manager-Development Services.

1. *Market Analysis.* A statement identifying the need for the proposed project shall be submitted. The statement shall include the following material:

a. *Residential.* Analysis of the impact the proposed project would have on the existing housing market, the availability of housing for persons currently residing in the Village, the availability of housing for persons desiring to relocate in the Village, and the availability of housing for the elderly and persons of low and moderate income.

b. *Non-residential.* Analysis of the impact the proposed project would have on similar existing and proposed projects located in the Village and conversely an analysis of the impact similar existing and proposed projects would have on the proposed project.

c. *Employment.* Analysis of the impact the proposed project would have on both permanent community employment rates and temporary community employment rates during construction phases of development. This analysis shall include total number of employees.

2. *Air Quality.* The following material shall be submitted to assess the project impact on air quality.

a. Description of the existing air quality based on measurements taken at County and State monitoring stations.

b. A list of both temporary and permanent pollution emission sources, including a description of type and estimate of amount of pollutants to be emitted by non-residential projects.

c. A list of air pollution control equipment to be utilized to meet air pollution control regulations, including a description of methodologies to be used to minimize air pollution during construction of the project.

d. Certification that all local, state and federal air pollution standards will be met.

3. *Archaeological/Historical Significance.*

a. An analysis of any existing structures by period of construction, historical significance, architectural style, condition, present use, assessed valuation, location, identification of structures deemed desirable for preservation, and an evaluation of the impact the proposed project would have on the historic aspects of the site.

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- b. A description of archaeological resources which may have existed at the site, including data as to artifacts or evidence of prehistoric or early historic occupation or utilization which may have been uncovered at or near the project site.
 - c. An assessment of the degree to which development of the site would inhibit or eliminate the possibility of significant archaeological finds.
4. *Public Service Impacts.* The following material shall be submitted to provide a description of the impact of the project on public services.
- a. *Village Services.* The following material shall be submitted describing the impact of the project on Village services:
 - 1) *Village Administration.* Assessment of the impact of the project on Village administrative services, including the identification of additional manpower and equipment requirements due to any increase in demand created by the project.
 - 2) *Police Department.* Assessment of the impact of the project on law enforcement services, including the identification of additional manpower and equipment requirements due to any increase in demand created by the project.
 - 3) *Fire Department.* Assessment of the impact of the project on fire protection services, including the identification of additional manpower and equipment requirements due to any increase in demand created by the project, location of the nearest fire station, location of proposed fire hydrants, and topographical or other constraints for accessibility of fire fighting equipment.
 - 4) *Water Production/Distribution System.* Assessment of the impact of the project on the water production/distribution system, including the identification of the projected demand for water (estimated daily or monthly usage), location of existing and proposed distribution lines, proposed primary sources of water and emergency water sources, and description of improvements to be installed by the developer, including a looped watermain system.
 - b. *Metropolitan Water Reclamation District (MWRD).* The following material shall be submitted describing the treatment of sanitary waste material generated by the project:
 - 1) Certification that the project is located within the MWRD.
 - 2) Estimated quantity of sewage to be generated by the project and a description of any unusual or toxic waste products to be discharged from non-residential uses, including a description of any methods of pretreatment to be conducted on-site.
 - 3) Location and description of existing sewer lines and improvements in the immediate area which will serve the project.
 - c. *Public Utilities.* Description of all existing and proposed public utility systems (i.e. gas, electric, telephone, etc.) available to service the project, including the identification and location of existing lines and capacities, existing easements and proposed easements both on-site and off-site.
 - d. *Solid Waste.* The following material shall be submitted describing solid waste collection

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and disposal:

- 1) Estimated amounts and types of solid waste material to be generated by the project. This figure shall be determined by using acceptable generation rates for the various land uses.
 - 2) Description of storage containers to be utilized, including identification of their site location, type and location of materials used to screen waste collection areas, and identification of anticipated special pick up requirements.
- e. *Recreation System.* The following material shall be submitted describing the recreation system:
- 1) Identification of the park district within which the project will be located.
 - 2) Location and description of existing and proposed public recreation facilities available to serve project residents.
 - 3) Location and description of proposed public recreation facilities to be located within the project, including identification of sites to be dedicated or reserved for public use, improvements to be installed by the developer, and the percentage of the project to be permanent public open space.
 - 4) Location and description of proposed private recreation facilities to be located within the project. The maintenance provider for the proposed facilities should be identified.
- f. *Library System.* Identification of the library district serving the project and the location of the nearest library facility shall be identified and submitted.
- g. *School System.* The following material shall be submitted describing the school system:
- 1) Identification of school districts serving the project.
 - 2) Letter from the school districts serving the project confirming that adequate capacity and services are available for the students associated with the project.
- h. *Mass Transit.* The following shall be submitted describing mass transit systems:
- 1) Identification of all existing and proposed mass transit systems available to service the project, including identification of the location of nearest access points.
 - 2) Description of mass transit service improvements within the project limits, including identification of those improvements to be installed by the developer. Such improvements shall conform to guidelines developed by the transit service provider.
- i. *Transportation Network.* The following material shall be submitted describing the transportation network:
- 1) Reference to traffic or transportation studies conducted for this project.
 - 2) Transportation network map identifying the existing on-site and adjacent off-site transportation network, including street names, right-of-way widths, pavement widths,

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current traffic counts, and proposed plans for widening roads.

3) Traffic generation counts for automobiles and trucks and their directional distribution.

4) Proposed transportation plan, including right-of-way dedications, pavement width, sidewalks, bikeways, lighting and identification of those improvements to be installed by the developer.

5) Analysis of Levels of Service by intersection movement under the proposed transportation plan, including generation figures for approved, but not yet constructed projects located in the vicinity of the project.

6) Identification and location of both internal and external traffic control measures, including traffic control signals, traffic control signs, and identification of those improvements to be installed by the developer.

7) An assessment of the impact of the project on the existing transportation network, including a description of methodologies to be utilized to alleviate any adverse impacts. The supporting documentation of trip reduction methods to reduce travel during peak hours is required if proposed as part of the impact reduction assessment. Plans shall comply with the trip reduction requirements of the Clean Air Act.

jj. Sustainability. Identification of any aspects of the project designed based on sustainability practices, such as energy efficient systems, use of recycled building materials, solar or wind power generators, accreditation under LEED or similar programs, or any other aspect of the project that exceeds minimum code requirements with regards to efficiency, reduced energy usage, or sustainability.

k. Any other information deemed necessary to evaluate the potential impacts of a project may be requested by the Assistant Village Manager-Development Services.-

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-6-3. - Plat of subdivision documents.

Plats of subdivision shall be submitted in conformance with the following requirements:

A. *Preliminary Plat of Subdivision.* The preliminary plat shall have dimensions not exceeding 30 inches by 36 inches or as otherwise required by the County Recorder. Documents shall be of standard engineering scale, not to exceed one inch to 100 feet (1" = 100'). Where necessary, the preliminary plat may be on several sheets with an index sheet showing the entire subdivision. The preliminary plat shall contain the following information:

1. Name under which the proposed development or subdivision is to be recorded.
2. Location and position of the plat indicated by each of the following ways:
 - a. By quarter section, township, range, meridian, county, and state or other legal description.
 - b. By a 1" = 2,000' scale or large drawing of the area showing the proposed plat in

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relation to any district boundaries and major streets.

3. Scale of the plat, true north arrow and date of preparation. The top of the plat shall be oriented north.
 4. Names and addresses of the developer and persons responsible for the preparation of the plat.
 5. Boundary line of the proposed development or subdivision indicated by a solid, heavy line and the total acreage encompassed thereby. Survey data such as angles, bearings, dimensions, curve data, etc. shall be shown for the exterior lines. Where a boundary line is an arc of a circle, the radius interior angle, length of arc, and length of chord shall be shown.
 6. Locations, widths and names of all existing or prior platted streets, rights-of-way, or other public ways, railroad rights-of-way and utility easements, parks and other open spaces, existing buildings and structures to remain, permanent easements, section and corporation lines within or adjacent to the tract, and existing subdivisions adjacent to the site, including document numbers and dates of recording, if available.
 7. Layout and dimensions of proposed public streets including preliminary street centerline information, rights-of-way, sidewalks, number and location of off-street parking and loading facilities, emergency vehicular access, and proposed street names.
- B. *Final Plat of Subdivision.* The final plat shall substantially correspond to the approved preliminary plat and may be submitted for approval in sections upon request to and approval by the Village Board.

The original final plat document(s) shall be drawn with a permanent and durable waterproof marker on linen, mylar, or other material approved by the Village, on mylar sheets that shall not exceed 30 inches by 36 inches or per County Recorder requirements. All drawings, certificates, and acknowledgment shall be drawn directly upon the sheet. Where necessary, the final plat may be on several sheets accompanied by an index sheet showing the entire subdivision. Drawings shall not be at a scale where one inch represents more than 100 feet (1" = 100') and must be of standard engineering scale.

The original final plat document(s) shall be submitted in accordance with the requirements of Section 10-2-2, and a copy of the most recent paid tax bill shall be submitted with the final plat documents.

In addition to those requirements applicable to preliminary plats of subdivision, the final plat shall contain the following information:

1. Location and position of the plat in each of the following ways:
 - a. By quarter section, section, township, range, meridian, county and state or other legal description;
 - b. By distances and bearings from true north or angles with reference to the section corners or quarter section corners established in the United States Public Land Survey; and
 - c. By a written legal description of the exterior boundaries of the land as surveyed

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and divided.

2. The final plat shall include the following certificates or acknowledgments duly processed and signed using waterproof ink.

a. Surveyor's Certificate

State of Illinois)

County of _____)SS

This is to certify that I, _____, an Illinois professional land surveyor, have prepared for resubdivision purposes the property described in the above eation {location} as shown by the plat, which is a true and correct representation of said resubdivision. All distances are shown in feet and decimal parts thereof. Scale of map is _____ feet per one inch.

I hereby further certify that the subject resubdivision, according to and based on information from the Federal Emergency Management Agency only, is not located in a special flood hazard area per community no. _____ panel _____, effective date _____/_____/_____.

I also certify that the property shown on the plat herein drawn is within the corporate limits of the Village of Hoffman Estates, Illinois, which has adopted a Village plan and which is exercising the special powers authorized by division 12 of article XI of the Illinois Municipal Codes as heretofore and hereafter amended.

Given under my hand and seal this _____ day of (month, year) at _____,

Illinois Professional Land Surveyor No. _____

b. Owner's Certificate

State of Illinois) County of _____)S.S.

This is to certify that _____ is the holder of record title to the property shown and described on the plat, and has caused the same to be platted as shown for the uses and purposes therein set forth and do hereby acknowledge the same under the style and title thereon indicated. Dates this _____ day of (month, year)

c. Notary's Certificate

State of Illinois) County of _____)SS

I, _____, a notary public in and for said county in the state aforesaid, doe to me to be the same persons whose names are subscribed thereto and that they appeared before me this day in person and acknowledged that they signed and delivered the plat as their own free and voluntary act and as their free and voluntary act under the style and title thereon indicated for the uses and purposes therein set forth.

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Given under my hand and notarial seal this _____ day of (month), (year).

- d. Roadway access acknowledgment from the appropriate highway regulatory agency, if necessary.
- e. All existing permanent Real Estate Index Numbers (PINs).
- f. Name and address of party responsible for tax bill payment within an outlined box.

3. Village approval forms are as follows:

- a. Planning and Zoning Commission: Approved by the Planning and Zoning Commission of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, this _____ day of (month), (year).

Signed _____ Chairman

Attest _____ Secretary

- b. Village Board. Approved by the Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois this _____ day of (month), (year).

Signed _____

Village President

Attest _____

Village Clerk

- c. Village Treasurer.

I, _____, Collector for the Village of Hoffman Estates, do hereby certify that to the best of my knowledge there are no delinquent or unpaid current or forfeited special assessments or any deferred installments thereof, that have been apportioned against the tract of land included in this plat. Dated at Hoffman Estates, Cook and Kane Counties, IL this _____ / _____ / _____ Day of (month), (year).

Village Treasurer

- d. Surveyor's Designation of Recording:

I, _____, a Registered Land Surveyor, in the State of Illinois, hereby designate the Village Clerk of Hoffman Estates to record a certain Plat of Subdivision known as _____ with the Cook County Recorder of Deeds or Registrar of Titles. This designation is granted under the right to designate such recording under 765 ILCS 205/2. _____

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Date

Registered Land Surveyor

4. Boundary of plat, based on an accurate traverse, with angular and lineal dimensions. The error of linear closure of said boundary survey shall not be greater than one in 10,000. The length of boundary lines of all streets, blocks, lots, parcels, easements and rights-of-way or enough information so that the length of these lines can be derived by simple calculation, shall be provided. Where a boundary line is an arc of a circle, the radius, interior angle, length of arc, and length of chord shall be shown.
5. The description and location of all survey monuments. Survey data sufficient to reproduce any line or re-establish any monument. True bearings and distances to the nearest established street lines or official monuments (not less than two), which shall be accurately described in the plat.
6. Exact location, right-of-way widths, and names of all streets within and adjoining the plat.
7. Exact location, dimensions and description of purpose for all easements.
8. There shall be easements for existing and planned poles, wires, conduits, gas or other utility pipes or lines along the rear of each lot, and along side and front lot lines where necessary. The easements shall be so laid out that a proper continuity of such utilities may be provided from lot to lot and from block to block.

All utility lines for telephone and electric service and cable television shall be placed in such easements. Such utility easements shall be not less than ten feet in width, or as otherwise required by the Village. Utility easements shall not be located within designated tree protection areas, unless otherwise approved by the Village.
9. Location of all block, lot and parcel lines with accurate dimensions in feet and hundredths. All blocks, lots and parcels shall be consecutively numbered throughout the plat and the area for each lot indicated in tabular form.
10. Notation that pipes or steel rods shall be placed at corners of each lot and at each intersection of street lines, angle points and points of curvature and tangency.
11. Notation indicating a minimum of one concrete monument to be installed for each subdivision to indicate U.S.G.S. elevation.
12. Accurate outlines and legal descriptions of any area to be dedicated or reserved for public use, with the purpose indicated thereon, and of any area to be reserved by deed covenant for common uses of all property owners.
13. Building setbacks along all public streets shall be accurately shown with dimensions.
14. The graphic location and labeling of any permanent water bodies, including lakes, ponds, streams and storm water detention and retention facilities.

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15. Easement language shall be substantially placed on the plat as follows, or as otherwise required by the Village:

a. An easement is hereby reserved by and granted to the Village of Hoffman Estates and to utility service providers and their successors that hold a license or franchise upon the date of this document within the Village of Hoffman Estates, Cook and Kane Counties, Illinois, within the area shown by dashed lines and within the area defined "Easements for Public Utilities" on this plat, to install, lay, construct, renew, operate and maintain conduits, cables and wires, storm and sanitary sewer and water mains and drainage swales, above and underground, with all necessary manholes, water valves and other equipment for the purpose of serving the subdivision and other property with telephone, electric, television, sewer and water service, and drainage purposes, the right to enter upon the lots at all times to install, lay, construct, renew, operate and maintain within said easement area said conduits, cables, wires, manholes, water valves and other equipment, and for the installation, maintenance, relocation, renewal and removal of gas mains and appurtenances, and finally the right is hereby granted to cut down and remove and trim and keep trimmed, trees, shrubs, or saplings that interfere or threaten to interfere with any of the said public utility equipment. Operation and maintenance of the stormwater management facilities will be performed by the Village only in the event of owner default in the owner's maintenance obligations, and will be done at the owner's expense in accordance with the accompanying Easement Agreement. No permanent buildings or concrete patios shall be placed on said easement, but same may be used for gardens, shrubs, landscaping and other purposes that do not then or later interfere with the aforesaid uses or rights herein granted. However, if fences are to be erected by any owner or owners in this subdivision within said easement, these must be placed in a location acceptable to the Village of Hoffman Estates and prior to erecting such a fence, a permit for such a fence installation must be obtained from said Village.

b. The following language shall be used for open space easements:

"As part of the development known as (subdivision name), there is hereby granted to the Village of Hoffman Estates an open space easement in perpetuity that such permanent private open space shall not be improved upon other than as permitted in Chapter 9 of the Municipal Code of the Village of Hoffman Estates. No permanent or temporary fences, buildings or other structures (including, but not limited to accessory buildings, decks, gazebos, pools, spas and storage sheds) shall be placed on said easement. The Village of Hoffman Estates shall have the sole right to release portions of this easement from time to time.

"The said open space easement shall not restrict or infringe upon rights otherwise granted to the Village of Hoffman Estates, Ameritech, Continental Cablevision, Commonwealth Edison Co., and Northern Illinois Gas Co., their successors and assigns for 'easements for public utilities'."

c. For any plat that creates lots with cross access or parking, the plat shall contain detailed language stipulating the terms of the cross access or parking rights and specifically addressing ongoing maintenance responsibilities. Such language shall identify all obligations and rights of all lots affected by the cross access or parking.

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16. Supplemental Documents. Such additional data or information as the Planning and Zoning Commission or Department of Development Services may require to review the final plat shall be submitted. Such documents shall include landscape plans and engineering plans complying with the provisions of this Code, including but not limited to Articles 3 and 4, and Section 10-6-5. Such documents may also include a site plan complying with the provisions of this Code, including but not limited to, Article 5 and Section 10-6-4

C. *Other Plats.* Plats of vacation, easement and consolidation shall follow the requirements as set forth for plat of subdivision documents, as applicable to the purpose of these plats.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-6-4. - Site plan documents.

A. *Preliminary Site Plan.* The owner of any parcel of land desiring to develop or redevelop such parcel shall submit a site plan for review in accordance with the provisions of this Code. Any structure or improvement permitted by the Zoning Code, including additions, alterations, and/or changes, shall require site plan review. One- and two-family dwellings shall be excepted; however, common facilities and sales areas shall be subject to site plan review including the requirements of this Article.

Site plan documents shall be consistent with the requirements of Article 5. Site plan documents shall be of a standard engineering scale not to exceed one inch to 100 feet (1" = 100'). Where necessary, the preliminary site plan may be on several sheets with an index showing the entire site. Preliminary site plans shall include the following information:

1. General information, including:
 - a. North arrow, scale and location map.
 - b. Name of the person or firm responsible for site plan preparation.
 - c. Date of preparation.
2. A plat of survey and any supplemental documents needed to indicate the following existing site conditions. In lieu of the plat of survey, a site plan showing the existing (and proposed) conditions and improvements may be submitted.
 - a. Property lines, lot dimensions, and total gross acreage.
 - b. Public rights-of-way and easements, including street pavement widths.
 - c. Buildings, structures and other constructed features (such as fences), with entry and exit points. Building areas, construction types, and heights shall be included.
 - d. All paved surfaces (hardscape), including but not limited to pedestrian and vehicular travel areas.
 - e. Parking areas, including delineated spaces, curbs and planted islands.
 - f. Landscaped or planted areas.
 - g. Natural site features such as water bodies, wetlands, streams, rock outcroppings, etc.

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- h. Transformers and HVAC equipment.
- i. Conditions on adjacent properties such as buildings, streets, driveways, parking lots, fences and related improvements.
- j. Fire hydrants.

3. Proposed improvements, including:

- a. Buildings, structures, and other improvements to be constructed such as fences, retaining walls, etc. Such information shall include dimensions, entrance/exit locations, setbacks from all lot lines, distances between buildings, building and floor areas (square feet), and building height. For residential developments, the number of dwelling units and bedrooms shall be indicated.
- b. Paved and hardscaped areas, including all pedestrian, vehicular travel, and parking areas. Dimensions, barrier and depressed curbs, handicap routes, ramps, curve radii, and materials shall be indicated.
- c. Striping and pavement markings, traffic control devices, signage, and signals.
- d. Number and dimensions of interior and exterior parking spaces. Handicap parking spaces and special parking areas (for vehicles such as trucks and buses) shall be indicated.
- e. Refuse disposal and recycling storage areas, transformers, HVAC equipment, utility structures, exterior storage or sales/display in areas, and proposed enclosure. Elevations, enclosure doors, and details shall be indicated for exterior enclosures.
- f. Loading docks, service areas, and service entrances, including dimensions, turning radii of proposed delivery trucks, shall be indicated. Types and sizes of delivery vehicles shall also be specified.
- g. For any proposed drive-thru or other vehicle queuing facility, vehicle stacking pattern, and capacity.
- h. Snow storage areas (resulting from parking area plowing operations).
- i. Fire hydrants.
- j. Fire lanes, emergency access routes and fire lane signs.
- k. Exterior lighting fixture (and pole) locations, heights and types. A photometric plan shall also be submitted, consistent with the requirements of Section 10-6-5
- l. Proposed sign locations (signage is not approved with site plan review, but this information assists the Village in consideration of a development).

B. *Final Site Plan.* Final site plans shall be substantially in conformance with approved preliminary site plans, and shall include all information provided on preliminary plans. All dimensions, measurements and locations shall be indicated on the plan exactly. Amendments to final plans shall be noted on the documents, and the Assistant Village Manager-Development Services shall determine whether such plan amendments necessitate a revised preliminary site plan review request.

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(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-6-5. - Additional documents.

A. *Engineering Plan.* Preliminary and final engineering plans shall be submitted in accordance with the requirements of Article 3 of this Code. Such documents shall be required, and approved in conjunction with preliminary and final site plan and/or subdivision plat review. Preliminary and final engineering plans shall include existing and proposed grading and utilities, and shall be prepared in accordance with the "Development Requirements and Standards Manual" provided by the Engineering Division. Generally, engineering plans shall include all existing and proposed utilities, detention, and grading information.

Preliminary and final engineering plans shall also include overall drainage plans of the area covered by the subdivision plat on which is indicated the proposed method of disposing of storm water from the parcels in the area and of the proposed retention facilities. The plans shall indicate the following

- Size and location of each building to be constructed
- Foundation or first floor elevation
- Elevation of proposed pavement and sidewalk
- Elevation of the finished grade at each corner of the parcel

The plans shall also indicate the manner in which storm water runoff is to discharge from parcel areas to the proposed pavement or storm sewer system.

B. *Landscape Plan.* A Landscape Plan shall be required and approved for all projects requiring preliminary and final site plan review and/or subdivision plat review. The Landscape Plan shall be consistent with the requirements of Article 4 of this Code. The Landscape Plan shall incorporate the entire site, including location of street trees, buffering, and the landscaping of public areas and parking lots. For one- and two-family projects, the Plan may be of a more limited nature consisting of the model areas, parkways and public/private open space areas.

The Landscape Plan shall be completed and signed by a registered Landscape Architect.

1. *Preliminary Landscape Plan.* The preliminary landscape plan shall include, but not be limited to, the following information. Where possible, the plan shall be at the same scale as the site and engineering plans (minimum 1" = 20').

- a. North arrow, scale, developer/owner name and address, name and address of landscape architect, and date of preparation.
- b. Locations of existing features and proposed improvements.
 - 1) A tree survey, as required under Article 4 of this Code.
 - 2) Property lines.
 - 3) All buildings and other structures, paved areas, planted areas, utility poles, fire hydrants, sign locations, fences, underground and overhead utility lines, and any other

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existing or proposed permanent features.

- 4) All streets, sidewalks, curbs and gutters, drainage ditches, and other improvements within and adjacent to the site.
- 5) Locations, sizes, quantity and types (groundcover, shrubs, and ornamental, shade and evergreen trees) of all proposed plantings. Plant sizes shall be scaled to reflect sizes five years after planting.
- 6) Location of existing natural site features (including, but not limited to, wetland areas, water bodies, streams, rock outcroppings). Locations of existing and proposed berms shall also be shown.
- 7) Site drainage information, including existing and proposed contours (to verify that the proposed landscaping is compatible with site drainage patterns).
- 8) Calculations to verify that the landscape area(s) meets or exceeds the minimum coverage, as required by Article 4 of this Code.

2. *Final Landscape Plan.* The final landscape plan shall be substantially in conformance with the approved preliminary landscape plan. In addition to those items provided on the preliminary plan, the final landscape plan shall include the following information:

- a. Species of all proposed plantings and a proposed material schedule (in tabular form), listing: botanical name; common name; size; and quantity. Shade, evergreen, and ornamental tree dimensions shall be scaled to reflect sizes five years after planting in lieu of size at full maturity.
- b. A cost estimate for landscape materials under separate cover or on the landscape plan.
- c. Proposed treatment of all ground surfaces; i.e., stone materials, bark, sod, seed and/or other.
- d. Irrigation plan, including the location and type of system to be provided.
- e. Building elevations, cross sections, renderings and/or photographs to show relationship of proposed plantings to buildings.

C. *Lighting Plan and Specifications.*

1. Locations, heights, types and specifications of all exterior fixtures, including, but not limited to, freestanding, wall mounted, ground mounted, and decorative or accent lighting.
2. Intended hours of operation.
3. Proposed security lighting fixtures, including locations and fixture specifications.
4. A photometric plot, measured in footcandles, shall be submitted with final site plan documents. The plot shall include all existing and proposed fixtures on and adjacent to the subject site that affect the site.
5. Minimum illumination levels and uniformity ratios.

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6. Documentation shall be provided that demonstrates consideration of using energy efficient technology in the proposed lighting design.

D. *Building Elevations.* Drawings of all elevations shall be provided with preliminary and final documents. Such drawings shall include the following:

1. A description of all materials and colors.
2. Proposed screening of all rooftop and ground (grade) level heating, ventilation, air conditioning, satellite dishes, and other mechanical equipment. Heights and materials of screening walls shall be indicated. Consideration of sight lines from taller existing or future buildings should be considered with such screening.
3. Elevation sight line studies may be required by the Planning and Zoning Commission.
4. A color rendering and building material sample boards shall be submitted at the time of Planning and Zoning Commission and Village Board review.

E. *Building Floor Plan.* A general floor plan of proposed structures shall be provided with preliminary and final documents indicating the proposed uses for all areas of the structure and total gross square footage for the structure. A typical floor plan shall be provided for multi-story structures where each floor plan will be similar in nature.

F. *Traffic Study.* A Traffic Study shall be prepared in accordance with the Community Impact Statement requirements for a Traffic Study. The Department of Development Services may waive the requirement for a Traffic Study where submission of such a study is not warranted due to the nature and/or scale of the application.

G. *Stream Preservation Plan.* Where development is proposed adjacent to streams or other waterways, a Stream Preservation Plan shall be submitted in accordance with requirements as established in the Department of Development Services Stream Preservation Plan Requirements.

H. *Miscellaneous Documents.*

1. *Wetlands.* Applications for preliminary or final review shall be accompanied by written documentation from a qualified individual regarding the presence of wetlands. Approval of any appropriate permits required by the Army Corps of Engineers shall be a condition of any approval by the Village.
2. *Recycling Plan.* A Recycling Program shall be established, consistent with the requirements of Article 7-9 of the Village Code. Recyclable material storage shall be placed within fenced enclosures, consistent with the requirements of Article 5 of the Village Code.
3. *Noise Study and Certification.* Upon a request by the Department of Development Services or the Planning and Zoning Commission, a report detailing the noise that will be produced from a site shall be prepared. Petitioners shall provide certification that the project will conform to all noise pollution requirements of both the Illinois Environmental Protection Agency and the Cook County Environmental Control Department.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

ARTICLE 7. - PERFORMANCE REQUIREMENTS

Sec. 10-7-1. - Guarantee of performance.

Sec. 10-7-2. - Building permit.

Sec. 10-7-3. - Certificate of occupancy.

Sec. 10-7-4. - Nonconforming buildings and structures.

Sec. 10-7-5. - Acceptance of streets.

Sec. 10-7-5. - Acceptance of streets and other public improvements.

Sec. 10-7-6. - Sewer and water ownership.

Sec. 10-7-7. - Fees.

Sec. 10-7-1. - Guarantee of performance.

A. *Pre-Approval Requirements.* Prior to any administrative approval or approval of any site plan or subdivision by the Planning and Zoning Commission and Village Board of Trustees, the following supporting documents shall be submitted to the Village's Department of Development Services by the developer or owner.

1. A detailed statement setting forth the nature, kind, character and extent of all improvements that will be constructed in the subdivision or on the site as required by this Code, together with the complete plans and specifications thereof approved by the Village Engineer and with the agreement that the owner or developer will construct same in accordance therewith without expense to the Village.
2. A statement by a competent registered professional engineer of the State of Illinois giving an estimate of the total cost of the construction or installation of all such improvements. Such estimate shall be based on prevailing construction costs.

B. *Post-Approval Requirements.* After any administrative approval or approval of any site plan or subdivision by the Village Board of Trustees and before the issuance of any building permit, grading approval or other site development work, the following requirements must be met for all developments. The Assistant Village Manager-Development Services may reduce the requirements listed below for projects where the total value of the public and private improvements for the benefit of the public are less than \$20,000.00 where other satisfactory means of assuring performance are provided.

1. In accordance with state statute, the developer or owner shall submit financial guarantees in a form acceptable to the Village which shall assure the Village of the completion of the improvements, including public improvements and private improvements (for the benefit of the public) and as required and specified on the approved development documents. All of the financial guarantee funds shall be available to the Village to remedy any deficiencies in the development that are not addressed by the developer. The distribution of the financial guarantee funds shall not be limited based upon any prior estimates or reductions in the financial guarantee funds. The amount of the financial guarantee funds shall be 110 percent of the estimated cost of the public improvements. In no case shall the financial guarantee funds be for an amount less than 25 percent of the cost of the private improvements for the benefit of the public. In any case, the minimum financial guarantee funds shall be \$1,000.00.
2. An amount equal to ten percent of the amount required in 1. above shall be held by the

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Village for a 12-month maintenance guarantee period after the final Certificate of Occupancy or final acceptance of public improvements to assure that any defects not apparent at the time of a final Certificate of Occupancy or final acceptance are corrected. except in non-residential cases where the Village Engineer determines such guarantee is not necessary due to a limited amount of public improvements on a project by project basis

C. *Road Use Fee.* A road use fee shall be assessed prior to subdivision acceptance for the use of public streets for construction access to the subdivision and/or site. For accepted Village streets, the road use fee shall be assessed for 50 percent of repairs and resurfacing cost for public streets used for ingress and egress to the subdivision and/or site.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-7-2. - Building permit.

Except as hereinafter provided, no permit pertaining to the use of land or buildings shall be issued by any officer, department or employee of this Village unless the application for such permit has been examined by the Department of Development Services and the Director of Code Enforcement has certified that the proposed building or structure complies with all provisions of development approval as granted by the Village Board. All buildings shall comply with applicable building codes of the Village, and nothing contained within the development review process shall be interpreted to authorize the approval of a building permit which does not comply with Village approved building codes. Final development approval by the Village Board shall authorize the applicant to file application materials for a building permit with the Division of Code Enforcement. Any permit or certificate of occupancy issued in conflict with provisions of such approval shall be null and void.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-7-3. - Certificate of occupancy.

A. *Utilities and Streets.* No certificate of occupancy shall be issued by the Village for the use of any structure within an area included on approved development documents until the required water and sewage facilities, including a looped water system (as applicable), have been installed and are ready to serve the property, and roadway, storm drainage and other improvements have been substantially completed and in usable condition.

B. *Buildings and Additions.* No certificate of occupancy for a building or addition thereto constructed after the effective date of this Code shall be issued until the premises have been inspected and certified by the Code Enforcement Division to be in compliance with all requirements of this Code and the approved site plan. Constructed improvements with minor amendments that are otherwise substantially in compliance with the approved site plan shall require administrative approval of the Assistant Village Manager-Development Services for such minor amendments. No addition to a previously existing building shall be occupied until the premises have been inspected and certified by the Code Enforcement Division to be in compliance with all requirements of the site plan approved by the Village Board. A certificate of occupancy shall be issued, or written notice shall be given to the applicant, stating the reason why a certificate cannot be issued, not later than 30 days after the Code Enforcement Division is notified in writing that the building or premises is ready for occupancy.

C. *Fire Lane Enforcement.* Written authorization to enforce fire lane restrictions shall be submitted to the Fire Department and Police Department prior to the issuance of any certificate of occupancy.

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D. *Exterior Lighting.* The position and shielding of all exterior lighting fixtures shall be subject to inspection and approval by the Department of Development Services prior to issuance of a certificate of occupancy.

E. *Other Approvals.* No certificate of occupancy will be granted without review and approval of site landscaping and grading by the Department of Development Services and approval of the fire suppression system by the Fire Department, and proof of compliance with the Village's Fair Share Road Improvement Impact Fee Program, where applicable.

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

Sec. 10-7-4. - Nonconforming buildings and structures.

Any nonconforming building or structure which existed lawfully at the date of the adoption of this Code and which remains nonconforming, and any such building or structure which shall become nonconforming upon the date of the adoption of this Code or any subsequent amendment hereto, may be continued provided:

A. *Alterations.* No structural alterations shall be made to a nonconforming building or structure, except as may be required by law or to make the building or structure thereof conform to the regulations as required by this Code.

B. *Relocations.* No such nonconforming building or structure shall be moved in whole or in part to any new location, unless made to conform to all regulations of this Code.

C. *Restorations.* A nonconforming building or structure which is destroyed or damaged by fire or other casualty or act of God to the extent that the cost of restoration of the destroyed or damaged portion shall exceed 50 percent of the cost of the restoration of the entire building new, shall not be restored unless made to conform to all regulations of this Code.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-7-5. - Acceptance of streets and other public improvements.

A. *Public Streets.*

1. If any plat of subdivision contains dedicated public streets or thoroughfares, whether located within or outside the Village's corporate limits, or contains existing streets outside of said corporate limits, the approval of the plat by the Village Board, or the subsequent annexation of the property by the Village, shall not constitute an acceptance by the Village of such streets or thoroughfares or of the improvements constructed or installed thereon or therein. Irrespective of any act or acts by an officer, agent or employee of the Village with respect to such streets or improvements, the acceptance of such streets or thoroughfares shall be made only by the adoption of a resolution by the Village Board, after there has been filed with the Village Clerk a certificate by the Village Engineer that all improvements required to be constructed or installed in, upon, or upon connecting to such streets or thoroughfares in connection with the approval of the plat of subdivision by the Village Board have been fully completed and the construction or installation thereof has been approved by them. The Village Engineer shall not file such certificate until after the following:

a. The owner or developer has requested acceptance of such public street or thoroughfare and the improvements constructed or installed therein or thereon and has filed three copies

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of "as-built" engineering plans of which one copy is reproducible, a copy of all public easements and deeds, a copy of all bills of sale and a 12-month maintenance letter of credit.

b. Completion of an inspection of existing public streets within the subdivision and adjacent public streets used for ingress and egress to the subdivision but not limited to repairs and resurfacing cost for public streets within the subdivision and 50 percent of repairs and resurfacing cost for public streets used for ingress and egress to the subdivision. The Engineer shall then require such repairs or if it is cost-effective to repair in the future or repair is not immediately necessary, a cash deposit in lieu payment for such repair shall be required.

c. A final inspection has been completed and the owner or developer has guaranteed said street and improvements for a period of one year from the date of acceptance.

2. Prior to filing the certificate, the Village Engineer will review the request and, if justified, will authorize and schedule a final inspection. Final inspections shall not be scheduled between November 1st and April 1st. All deficient improvements which do not totally conform to the engineering plans and this Code will be inventoried. The inventory of deficiencies will be forwarded to the developer for processing. When the deficiencies are corrected, a second inspection is/[will be authorized. If the length of time between the first and second inspections is greater than two months or if the noted deficiencies are not correct at the time the second inspection is made, the request for acceptance will be cancelled. If cancelled, a second request letter will be required. Upon a second request for acceptance, the subdivider will be required to pay one and one-half times the appropriate engineering plan and review schedule of the field crew conducting the inspection, and the list of deficiencies recorded during the previous inspections will be voided and a complete reinspection is required. Final inspections will not be scheduled until the as-built plans have been reviewed and approved by the Village.

3. Improvements which require electrical energy for their operation such as street lighting shall not be approved until after a letter of request for the acceptance of such improvement. The Village Engineer shall then review the request and, if justified, will authorize and schedule a final inspection. The Village will accept the energy costs for the above referenced facilities when all deficiencies have been corrected and when all required tests have been completed and approved by the Village Engineer. The conditions of acceptance are the same as those outlined above the acceptance of improvements in a given development.

4. Construction of any public improvements on property that is being resubdivided, or has been previously subdivided, shall require compliance with this Section in the same manner as if the property were first being subdivided.

B. *Platted Private Streets.*

1. The acceptance of platted private streets or thoroughfares shall be made only after the adoption of a resolution by the Village Board, after there has been filed with the Village Clerk a certificate by the Village Engineer that all improvements required to be constructed or installed in or upon such private streets or thoroughfares have been fully completed, and the construction or installation thereof has been approved by them, irrespective of any act or acts by an officer, agent or employee of the Village with respect to such platted private streets or improvements.

2. The Village Engineer shall not file such certificate until after the owner has requested acceptance of such private street or thoroughfare and the improvements constructed or installed therein or thereon and has filed a plat of dedication, a bill of sale, and a 12 month maintenance

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bond or letter of credit. Further, said certificate shall not be filed until a final inspection has been completed and the owner has guaranteed said street and improvement for a period of one year from the date of acceptance.

3. Prior to filing the certificate, the Village Engineer will review the request and, if justified, will authorize and schedule a final inspection. Final inspections shall not be scheduled between November 1st and April 1st. All deficient improvements which do not totally conform to the engineering plans and this Code will be inventoried. The inventory of deficiencies will be forwarded to the owner for processing. Engineering fees pursuant to Resolution must be paid prior to acceptance.

4. Improvements which require electrical energy for their operation such as street lighting shall not be approved until after a letter of request for the acceptance of such improvement. The Village Engineer shall then review the request and, if justified, will authorize and schedule a final inspection. The Village will accept the energy costs for the above referenced facilities when all deficiencies have been corrected and when all required tests have been completed and approved by the Village Manager. The conditions of acceptance are the same as those outlined above for the acceptance of improvements in a given development.

5. A petition for acceptance of platted private streets shall be filed by any owner of such property and in the event the owner is an association condominium, townhouse, or other), 51 percent of the owners or the percentage required by their bylaws, whichever is greater, shall be required upon the petition.

6. The minimum standards for public acceptance of platted private streets shall be:

- a. No perpendicular parking areas adjacent to the street will be accepted.
- b. Curb and gutter on both sides of the pavement shall be required.
- c. The ability for a single motion turn-around in dead ends.
- d. A minimum pavement width of 27 feet (including curbs).
- e. A right-of-way dedication including at least two feet measured from back of curb to right-of-way line.
- f. Sidewalks shall not be required nor accepted.
- g. Standard street lights shall be required in place prior to acceptance, in accordance with this Article.
- h. Evidence shall be submitted that existing pavement has a composite structural number of 2.8 if a cul-de-sac or 3.0 if a through street.
- i. All speed bumps and humps shall be removed.
- j. Signage shall conform to Village Code including parking requirements.
- k. Utility easements required for existing utilities shall be prepared by the petitioner and will be recorded upon acceptance.

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l. The petitioner shall give evidence that the street has been resurfaced in the last six years or a portion of the replacement cost shall be deposited prior to acceptance at a 12 year - 100 percent replacement cost pro-rated from six of 12 years.

m. Snow removal shall continue to be a requirement of the petitioner.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-7-6. - Sewer and water ownership.

All sewer and water facilities constructed under provisions of this Code and accepted by the Village Board shall become the property of the Village of Hoffman Estates.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-7-7. - Fees.

Fees shall be established by Resolution and/or Ordinance of the Village Board and, unless otherwise specified, be general in application.

A. *Development Review.* Any fees for application for land planning (plat of subdivision and/or site plan) review shall be in the amount as determined reasonable by resolution adopted by the Village Board.

B. *Impact Fees.* Road Improvement Impact Fees will be determined on the basis of applicable ordinances.-

~~(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)~~

ARTICLE 8. - FLOOD HAZARD AREAS –

(NTENTIONALLY OMMITTED FROM THIS DOCUMENT)

ARTICLE 9. - DONATIONS

Sec. 10-9-1. - Parks, school and public areas.

Sec. 10-9-2. - Land and cash donations.

Sec. 10-9-1. - Parks, school and public areas.

A. All subdivision plats must provide by dedication or through the recording of covenants, areas for parks, playground, school sites or other public spaces, in whole or in part where so designated by the Village Board. Normally, the total amount of required public area, in addition to public streets need not exceed ten percent of the total gross acreage controlled by owner. Any land subject to flooding or that is otherwise unsuitable by reason of topographical or subsoil conditions for building construction or recreational areas, shall not be considered as contributing toward the fulfillment of the requirements of this paragraph.

B. In all subdivisions due regard should be shown for all natural features, such as large trees, watercourses, historic sites, and similar assets, which if preserved, will add attractiveness and value to the proposed development.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

Sec. 10-9-2. - Land and cash donations.

A. *Projected Population Calculations.* For purposes of computing the amount of land or cash contributions in lieu of land, that will be required of each subdivision to enable the community to provide facilities and services to meet the needs of such subdivision, its projected population density shall be computed in accordance with the table following this sub-section A ("Table 1") which is generally indicative of current and short range projected trends in family size by age groups, unless a written objection thereto is filed by the subdivider or developer. In the event a subdivider or developer files a written objection to the statistics set forth in Table 1, he shall submit his own demographic study showing the estimated additional population to be generated from the proposed subdivision and in that event final determination of the density formula to be used in such calculations shall be made by the corporate authorities based upon such demographic information submitted by the subdivider or developer and from other sources which may be submitted to the corporate authorities by an affected School District or Park District. It is recognized that population density, age distribution and local conditions change over the years, and the specific formula for the dedication of land, or the payment of fees in lieu thereof, as stated herein, is subject to periodic review and amendment if necessary.

TABLE 1

TABLE OF ESTIMATED ULTIMATE POPULATION PER DWELLING UNIT-

Type of Unit

Elementary Grades K—6

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5—11 years
Pre-School

Junior High
 Grades 7, 8

12—13 years
Elementary

Total
 Grades K—8

5—13 years
Junior High

High School
 Grades 9—12

14—17 years
Total K-8

Adults

18 years + <u>High School</u>	<u>Adults</u>
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Total per

<u>Total Per Dwelling Unit</u>

Detached Single-family Family

2 bedroom	<u>.4271</u> 13	<u>.036136</u>	<u>.16304</u> 8	<u>-.020</u> 0.184	<u>1.694</u> 02	<u>1.9797</u>	<u>2.017</u>
3 bedroom	<u>.3762</u> 92	<u>.408369</u>	<u>.48417</u> 3	<u>-.142</u> 0.542	<u>.184</u>	<u>1.921881</u>	<u>2.801899</u>
4 bedroom	<u>.6044</u> 18	<u>.472530</u>	<u>.77329</u> 8	<u>-.303</u> 0.828	<u>.36</u>	<u>2.142158</u>	<u>3.631764</u>
5+ bedroom	<u>.4242</u> 83	<u>.421345</u>	<u>.54524</u> 8	<u>0.593</u> 242	<u>.3</u>	<u>2.637594</u>	<u>3.63077</u>

Attached Single-family Family (townhouse, rowhouse, etc.)

1 bedroom	-0-	-0-	-0-	-0-	<u>0</u>	<u>1.068193</u>	<u>1.068193</u>		
2 bedroom	<u>.1340</u> 64	<u>.088</u>	<u>.048</u>	<u>0.136</u>	<u>.038</u>	<u>.1721</u> 752	<u>-.037</u>	<u>1.77699</u>	<u>2.077</u>
3 bedroom	<u>.212</u>	<u>.234</u>	<u>.06705</u> 8	<u>-.301</u> 0.292	<u>.06605</u> 9	<u>1.805829</u>	<u>2.403392</u>		
4 bedroom	<u>.3883</u> 23	<u>.112322</u>	<u>.50015</u> 4	<u>-.168</u> 0.476	<u>.173</u>	<u>2.243173</u>	<u>3.243145</u>		

Apartments

Efficiency	-0-	-0-	-0-	-0-	<u>0</u>	<u>1.360294</u>	<u>1.360294</u>
1	-0-	<u>0.002</u>	<u>.001</u>	-0-	<u>.001</u>	<u>1.749754</u>	<u>1.753758</u>

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bedroom				.003				
2 bedroom	<u>.0960</u> 47	<u>.02708</u> 6	<u>.123</u>	.042	<u>0.128</u>	<u>.046</u>	<u>1.644693</u>	<u>1.824914</u>
3 bedroom	<u>.2750</u> 52	<u>.078234</u>		<u>.35312</u> 3	<u>.116</u> <u>0.357</u>	<u>.118</u>	<u>2.499526</u>	<u>3.048053</u>

Note: There are only three significant categories provided in this chart. Because of the similarity of yields of all types of attached single-family dwelling units, only one category is provided. The same is true with apartments; thus, only one category. Because of the relatively short history of some newer types of detached and attached single-family units, individual evaluations may be necessary.

Source: Illinois School Consulting Service/Associated Municipal Consultants, Inc. Naperville, Illinois, 1993-1996.

B. *Conveyance of Land.* Prior to conveyance to any Park District or School District of any land, the intended grantee shall be furnished with an environmental audit prepared by an environmental consultant acceptable to the grantee assuring the grantee that there are no "Hazardous Substances" (as hereinafter defined) on or under the property. The term "Hazardous Substance" includes without limitation:

1. Those substances included in the definitions of "hazardous substances", "extremely hazardous substances", "hazardous materials", "toxic substances", "toxic chemicals", "toxic wastes", "hazardous chemicals", "hazardous wastes", or "solid waste" in CERCLA, SARA, RCRA, HSWA, TSCA, OSHA and the Hazardous Materials Transportation Act, 49 U.S.C. Sec. 1801, et seq., as amended and as they may be amended in the future, and in the regulations promulgated pursuant to said laws.
2. Those substances defined in Section 1003 of the Illinois Environmental Protection Act and in the regulations promulgated pursuant to said Act or other Illinois laws pertaining thereto.
3. Those substances listed in the United States Department of Transportation Table (49 CFR 172.101 and amendments thereto) or by the Environmental Protection Agency (or any successor agency) as hazardous substances (40 CFR Part 302 and amendments thereto).
4. Such other substances, materials and wastes which are or become regulated under applicable local, state or federal law, or the United States government, or which are classified as hazardous or toxic under federal, state or local laws, ordinances or regulations.
5. Any material waste or substance which is (1) asbestos, (2) polychlorinated biphenols, (3) designated as a "hazardous substance" pursuant to Sec. 311 of the Clean Water Act, 33 U.S.C. Sec. 1251 et seq. (33 U.S.C. Sec. 1321) or listed pursuant to Section 307 of the Clean Water Act (33 U.S.C. Sec. 1317), (4) explosives, or (5) radioactive materials.

C. *School Donations.* School sites shall be dedicated and school construction funds shall be donated, in accordance with the following criteria: The ultimate number of students that will be generated by a proposed subdivision shall be determined in accordance with Table 1.

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1. *Criteria for Requiring School Site Dedication.* The amount of land required to be dedicated for school sites shall be directly related to the ultimate number of students to be generated by the proposed subdivision. The land dedication requirement shall be determined by dividing (i) the estimated number of children in each of the school age classifications set forth in Table 1 that will be generated by the proposed subdivision, by (ii) the recommended maximum number of students that can be served in the type of school which corresponds to the particular school age classification, as set forth in Table 2 below, and then multiplying the foregoing derived quotient by (iii) the recommended minimum number of acres for a school site for each school age classification, as set forth in Table 2. The product derived by the immediately foregoing multiplication calculation shall constitute the number of acres for elementary, junior and high school purposes in order to have sufficient land for school sites to serve the estimated number of increased children in each school age classification as a result of the development of the proposed subdivision.

a. *School Classification and Size of School Site.* School classifications and size of school sites within the Village shall be determined in accordance with the following criteria:

TABLE 2

<i>School Classification by Grade</i>	<i>Minimum Number of Students for Each Such School Classification</i>	<i>Minimum Number of Acres of Land for Each School Size of Such Classification</i>
Elementary Schools Grades Kindergarten through 6	600 students	11
Junior High Schools Grades 7 and 8	1,200 students	29
High Schools, Grades 9 through 12	2,500 students	55

b. *Location.* School sites shall be located in the Village in accordance with plans heretofore or hereafter adopted by the School District. If the School District has not planned a school site within the proposed subdivision or in the neighborhood in which such subdivision is located, the school site shall be so located as to be readily accessible to the greatest number of children projected for such neighborhood.

c. *Site Suitability.* The subdivider or developer, at its own cost or expense, shall provide the School District soil boring data, soil compaction test results and such other engineering studies, data and information pertaining to the proposed school site which the School District may request to enable it to determine the suitability of the proposed to-be-dedicated land for school site purposes. The School District shall have the right to reject any site which the School District determines, in accordance with sound engineering practice, is not suitable to school site purposes.

d. *Improvements.* Each school site shall be located on a fully improved street with curbs, gutters, sidewalks, street lights, sanitary sewer, storm sewer, water, electricity and gas available at the property lines. The site shall have direct access to such a fully improved street across at least 20 percent of the distance of its perimeter. Any pedestrian access route shall be at least 30 feet wide and any vehicular access route or easement shall be at least 66 feet wide. Any pedestrian access route less than 50 feet wide shall be fenced with fencing

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material approved by the school district. To minimize conflicts, adequate provision for all forms of transportation shall be made, including pedestrians, buses, automobiles, and bicycles.

2. *Cash Donations for School Construction.* The amount of cash required to be donated to provide the necessary funds for the construction or expansion of school facilities in the Village for the use of the children who will be generated by a proposed subdivision shall be determined by multiplying the estimated ultimate number of school age children to be generated by the proposed subdivision determined on the basis of the demographic information set forth in Table 1, times \$1,023.00. The \$1,023.00 base school construction donation shall be adjusted in proportion to any increases or decreases in the cost of construction, as determined by the cost index published in the Engineering News Record (the ENR cost index), or, if that index is no longer published, in some other recognized index.

a. All funds collected by the Village pursuant to this sub-section C-2, whether by the Village or by the School District, shall be used solely for construction of schools in the Village of Hoffman Estates or serving residents of the subject subdivision. "School construction" shall mean and include: (i) school site improvements, (ii) new building design and construction, (iii) design and construction of building additions and improvements, (iv) instructional and classroom equipment and classroom furniture, and (v) library books and materials. In no event shall such funds be used for salaries or other personnel expenses or for schools not serving the subject subdivision. If any portion of the funds is not expended for the purposes set forth in this paragraph within ten years from the date of their receipt, then they shall be refunded to the subdivider or developer who donated them.

b. Funds contributed by a subdivider or developer for school purposes, including cash donations in lieu of land pursuant to section G below, shall be deposited with the Village Treasurer to be held in the Developer donation fund and paid without interest to the School District on a semi-annual basis. These funds shall not be used for any purpose other than as stated in this section C and as stated in section G. The School District must submit annual reports which include a detailed accounting of all expenditures using the Village's developer donation funds and the fund balance.

D. *Criteria for Park and Recreation Land Dedication.*

1. *Criteria for Acceptance.* The land or site for Park and Recreation land dedication must be suitable for the purpose for which it is intended. Land set aside by developers for parks, recreation and conservation purposes shall not be what has been left over after residential, commercial and industrial development has been designated and shall not include retention, detention or creek properties.

2. *Requirement and Population Ratio.* The ultimate density of a proposed development shall bear directly upon the amount of land required for dedication. The total requirement shall be five and one-half acres of land per 1,000 of ultimate population dedicated to active use. "Active park areas" shall be defined as those areas specifically adapted and planned for a wide range of physical activity such as group games, physical education, sports, and athletics. Facilities usually include, but are not limited to, playfields, game courts, rinks, ball diamonds, pools, tennis courts, community centers and play apparatus. Active areas shall not include any areas designated for water management, such as retention, detention or "wetland" areas.

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3. *Improvements.* Each park site shall be located on a fully improved street with curbs, gutters, street lights, sanitary sewer, storm sewer, water, electricity, and gas available at the property lines. Sidewalks shall be provided along all street frontage. The site shall have direct access to a fully improved street across at least 20 percent of the distance of the perimeter. At least two access routes or easements shall be provided. Any pedestrian access route shall be at least 30 feet wide and any vehicular access route or easement shall be at least 66 feet wide. Any pedestrian access route less than 50 feet wide shall be fenced along both sides with fencing material approved by the park district.

4. *Topography and Grading.* Each park site designated on the Park Plan as an "active park area" shall have sufficient level areas, uninterrupted by streams and drainage ditches, to permit its development for football and baseball fields without the infields overlapping the football fields.

a. *Slope.*

- 1) Should not vary greatly in appearance from existing and adjacent slopes.
- 2) Optimum slopes range from two percent minimum to five percent maximum. No less than 2% slope is acceptable under any circumstances.
- 3) Maximum allowable slope is ten percent, except under special conditions where greater slopes are desirable to enhance recreation and leisure utilization (i.e., sled hill).
- 4) That on-site drainage patterns be designated and constructed to:
 - (a) Insure flow toward swales.
 - (b) Insure drainage away from active recreation areas.
 - (c) Ensure drainage patterns away from existing and proposed structures.

b. *Grading.*

- 1) Rough grading shall be completed at time of rough grading of adjacent contiguous areas.
- 2) Grading shall comply with Village and Park District approved plans.
- 3) Subgrade shall be graded and compacted so it will parallel finished grade.

c. *Soils.*

- 1) Soils shall not differ from those occurring naturally.
- 2) Soils shall not offer any restriction to proposed recreation and leisure utilization.
- 3) Topsoil shall be spread evenly and lightly compacted to a minimum depth of six inches over the entire site.
- 4) Topsoil will be good, friable soil, with good tillage, and shall be without any admixture of subsoil, gravel, stones, refuse, sand or other subsurface elements.
- 5) Topsoil shall not be placed in a muddy or frozen condition.

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- 6) Topsoil shall contain no toxic substances which may be harmful to plant growth.
- 7) Topsoil shall be spread no later than the placement of topsoil on the first lot adjacent to the park site.

d. *Seeding.*

- 1) All proposed park areas shall be seeded and an acceptable stand of grass established prior to dedication of the area to the Park District.
- 2) Seeding shall utilize Village and Park District approved ground covers and grasses.
- 3) Seeding should be completed during desirable fall and spring planting times, dependent upon recommended seed planting specification for seed.
- 4) Seeding should be done on moderately dry soil on a seed bed which will easily accept and nurture germination of seeds.
- 5) Developer shall be responsible for making necessary reparation to the site caused by erosion. Reparations shall be completed prior to acceptance by the Park District.

5. *Water Management Areas.* Water Management areas shall be defined as those properties set aside as retention, detention or wetland. The Park District shall have no obligation to accept the donation of said parcels. The Park District may determine on a case by case basis whether or not any water management area should be accepted by the District in addition to the active park area included under sub-section D-2.

E. *School and Park Plat Review.* Copies of each subdivision plat shall be transmitted to the School District and the Park District for their written recommendations at the same time that they are transmitted to the Planning and Zoning Commission, but nothing herein contained shall be construed as requiring receipt of a recommendation prior to action by the Corporate Authorities of the Village.

F. *Title, Insurance, Survey, Assessment Plats.* Each deed or other instrument conveying land to a School District or Park District shall be accompanied by: (1) a written commitment issued by a title insurer licensed to do business in Illinois to insure the grantee's title to such real estate in an amount equal to its value computed pursuant to sub-section G-6, subject only to then current real estate taxes, covenants, conditions and restrictions which do not prohibit the use of the subject real estate for school or park use, utility easements located within 20 feet of the boundary lines of the subject real estate, and drainage ditches, feeders, laterals and underground pipe or other conduit, and acts done or suffered by or judgments against the grantees; (2) a boundary line survey completed within 90 days prior to closing certified to the grantee by a licensed Illinois Land Surveyor to be in compliance with the Illinois Land Survey Standards; and (3) except in instances where the real estate to be conveyed is a lot in a recorded subdivision, an assessment plat and tax division petition in form acceptable to the appropriate county authorities so that the land to be conveyed can be assigned its own permanent real estate index number for exemption purposes. In addition, monuments must be established and the land staked immediately prior to dedication of the property.

G. *Criteria for Requiring Cash Contributions in Lieu of Land Donations.*

1. *Park Donations.* Whenever the land dedication required by this Code is determined by the Corporate Authorities to be unsuitable on the basis of:

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- a. Size.
 - b. Usefulness for park, recreation, or open space purposes.
 - c. Inability to meet requirements of Section D the Village shall require the subdivider or developer to pay a cash contribution in lieu of the land dedication required.
2. *School Donations.* Whenever the land dedication required by this Code is determined by the Corporate Authorities to be unsuitable on the basis of:
- a. Size.
 - b. Usefulness for school purposes.
 - c. Inability to meet requirements of Section C the Village shall require the subdivider or developer to pay a cash contribution in lieu of the land dedication required.
3. *Use of Funds.* All funds collected by the Village for school land acquisition purposes and any and all interest earned thereof, whether by the Village or by the School District, shall be used by the School District solely for the purchase of a school site or sites in the Village to serve the immediate or future needs of the children from the proposed subdivision and for the improvement of such sites.
4. *Trust.* The cash contribution to be paid in lieu of land donations for school sites shall be held in trust by the Village or other public body designated by the Village, solely for use in the acquisition of a school site to serve the immediate or future needs of children from that subdivision or for the improvement of any existing school site which predominantly serves such needs, but not for the construction of any school buildings or additions thereto.
5. *Refund.* If any portion of a cash contribution in lieu of (1) park or recreational land donations, or (2) school site donations, is not encumbered for the purposes set forth in this sub-section within ten years from the date of its receipt, it shall be refunded to the subdivider or developer who made such contribution.
6. *Fair Market Value.* The cash contributions in lieu of land shall be based on the "fair market value" of the acres of land in the area that otherwise would have been dedicated as park and recreation and school sites.

The developer shall submit an appraisal showing the "fair market value" of such land in the area of his development improved as in Section C-1-d or other evidence thereof, and final determination of said "fair market value" per acre of such land shall be made by the corporate authorities based upon such information submitted by the subdivider or developer and from other sources which may be submitted to the Corporate Authorities by the Park District or the School District.

- H. *Payment of Donations.* All cash donations, including cash in lieu of land, shall be paid prior to issuance of a building permit.
- I. *Annexations.* The donation of land and/or cash donations as required by this Code shall also be required as a condition precedent to the annexation of any land to the Village and provisions therefor shall be incorporated in any annexation or preannexation agreements governing such land.

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J. *Additional Donation.* In addition to the land and cash donations provided for herein, additional donations as negotiated by and between the applicable school district and park district and the developer of any residential subdivision shall be required to provide for services between the time of occupancy and the receipt of tax revenue from the property.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)

ARTICLE 10. - PENALTY

Sec. 10-10-1. - Penalty.

Sec. 10-10-1. - Penalty.

Any person, firm or corporation violating any of the provisions of this Code shall be subject to a fine of not less than \$10.00 nor more than \$500.00 for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(Ord. No. 4238-2011, § 5(Exh. C), 5-2-11)