



Village of Hanover Park Administration

Municipal Building
2121 Lake Street
Hanover Park, IL 60133-4398

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www.hpil.org

PRESIDENT
RODNEY S. CRAIG

VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JENNI KONSTANZER
JON KUNKEL
RICK ROBERTS
EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK DEVELOPMENT COMMISSION SPECIAL MEETING

**Municipal Building, Room 214
Hanover Park, IL**

**Thursday, July 17, 2014
7:00 p.m.**

AGENDA

1. **CALL TO ORDER: ROLL CALL**
2. **PLEDGE OF ALLEGIANCE:**
3. **ACCEPTANCE OF AGENDA:**
4. **PRESENTATIONS/REPORTS:** None.
5. **APPROVAL OF MINUTES:**
 - 5-a. Regular meeting Minutes of June 17, 2014.
6. **ACTION ITEMS:**
 - 6-a. **Public Hearing:** to consider major and comprehensive Text Amendments to the following Section of the Village of Hanover Park Zoning Ordinance:
 - i. Section 110-6.3 Landscaping, Buffering, and Screening
7. **TOWNHALL SESSION:**

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes per speaker.
8. **OLD BUSINESS (NON-ACTION ITEMS):** None.
9. **NEW BUSINESS (NON-ACTION ITEMS):**
 - 9-a. Community Development Update.
10. **ADJOURNMENT:**



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**Municipal Building, Room 214
Hanover Park, IL**

Tuesday, June 17, 2014

7:00 p.m.

MINUTES

1. CALL TO ORDER: ROLL CALL

Chairperson Wachsmuth called meeting to order at 7:00 p.m.

PRESENT: Commissioners: Arthur Berthelot, Mark Mercier, Scot Neil,
Patrick Watkins, Katie Ruder, Chairperson
Virginia Wachsmuth

ABSENT: Commissioners: James Aird, Gary Rasmussen

ALSO PRESENT: Director Shubhra Govind, Planner Katie
Bowman, Intern Robert Delfin

2. PLEDGE OF ALLEGIANCE:

3. ACCEPTANCE OF AGENDA:

Motion by Commissioner Berthelot, seconded by Commissioner Watkins.

Voice Vote:

All AYES.

Motion Carried: Agenda Accepted.

4. PRESENTATIONS/REPORTS: None.

5. APPROVAL OF MINUTES:

5-a. Regular meeting Minutes of May 8, 2014.

Motion by Commissioner Berthelot to approve the Minutes of May 8, 2014, seconded by
Commissioner Neil.

Voice Vote:

All AYES.

Motion Carried: Approved the Minutes of May 8, 2014.

6. **ACTION ITEMS:**

6-a. Public Hearing: to consider major and comprehensive Text Amendments to the following Sections of the Village of Hanover Park Zoning Ordinance:

- i. Section 110-4.3 Site Plan Review
- ii. Section 110-4.7 Variations

Chairperson Wachsmuth: Entertains a motion to Open the Public Hearing. Motion by Commissioner Berthelot to open the Public Hearing, seconded by Commissioner Watkins.

Voice Vote:

All AYES.

Motion Carried: Public Hearing Opened.

Village Planner Katie Bowman presents to the Commission updates since the last meeting. Staff proposes to incorporate changes to individual sections of the Municipal Code rather than all together as a new Unified Development Ordinance at this time, which will allow for the process to keep moving forward and for updated regulations to go into effect sooner.

Updates to the Site Plan Review and Variation Regulations have been developed based upon additional research and consultation with the Village Attorney and include some consolidation of requirements, removal of redundant or unneeded language, and updates based upon legal considerations. Additionally, the numbering of such sections has been changed to correlate with the current Zoning Ordinance.

The Public Notice was published in the *Daily Herald* on June 2, 2014.

Village Planner Bowman then presents a summary of the text amendments before the Commission by individual section, first to Section 110-4.3 of the Zoning Ordinance on Site Plan Review, followed by questions and comments.

Commissioner Mercier: Questioned if the goal is still towards the creation of a Unified Development Ordinance. Requested to continue pursuing a Unified Development Ordinance. Requested clarification on if the definition of Major Building Renovation was simply reworded or the percentage was changed (it was reworded).

Commissioner Watkins: No questions.

Commissioner Ruder: Requested clarification on the Development Commission's

involvement in the site plan appeals process.

Commissioner Neil: No questions.

Commissioner Berthelot: Requested clarification on if the appeal process for site plan review was different than other appeals processes. Noted that numbering throughout the section should be check for correctness.

Village Planner Bowman presents a summary of text amendments before the Commission to Section 110-4.7 of the Zoning Ordinance on Variations, followed by questions and comments.

Commissioner Mercier: Requested clarification on intent of code for Section 110-4.7.6, Decisions.

Commissioner Watkins: No questions.

Commissioner Ruder: No questions.

Commissioner Neil: No questions.

Commissioner Berthelot: Questioned the removal of time limits found within Section 110-4.7.6, Decisions. Requested to keep time limits for variations process. Commented on clarification of scale in Section 110-4.3.5.f.

Chairperson Wachsmuth entertained a motion to close the Public Hearing. Motion by Commissioner Berthelot, seconded by Commissioner Watkins.

Voice Vote:

All AYES.

Motion Carried: Public Hearing Closed.

Village Planner Bowman presents the Draft Findings of Facts and recommendations to the Commission.

Chairperson Wachsmuth entertained a Motion to approve the Draft Findings of Facts. Motion by Commissioner Berthelot, seconded by Commissioner Watkins.

Roll Call Vote:

AYES:	Commissioners:	Berthelot, Mercier, Neil, Watkins, Ruder, Chairperson Wachsmuth
NAYS:	Commissioner:	None

ABSENT: Commissioners: Aird, Rasmussen

Motion Carried: Approved the Draft Findings of Facts.

Chairperson Wachsmuth entertained a Motion to recommend approval of major and comprehensive Text Amendments to Chapter 110, Article IV, Section 110-4.3, Site Plan Review, and Section 110-4.7, Variations, of the Village of Hanover Park Zoning Ordinance and forward to the Village Board for their consideration.

Motion by Commissioner Berthelot to approve major and comprehensive Text Amendments to Chapter 110, Article IV, Section 110-4.3, Site Plan Review, and Section 110-4.7, Variations, of the Village of Hanover Park Zoning Ordinance and forward to the Village Board for their consideration, seconded by Commissioner Neil.

Roll Call Vote:

AYES: Commissioners: Berthelot, Mercier, Neil, Watkins, Ruder,
Chairperson Wachsmuth

NAYS: Commissioner: None

ABSENT: Commissioners: Aird, Rasmussen

Motion Carried: Approved.

7. **TOWNHALL SESSION:** None.

8. **OLD BUSINESS (NON-ACTION ITEMS):** None.

9. **NEW BUSINESS (NON-ACTION ITEMS):**

9-a. Director Govind and Village Planner Bowman

1. **Community Development Intern** – Robert Delfin was introduced as the summer intern for the Community Development Department.
2. **Landscaping Regulations** – Staff will next prepare a Public Hearing for recommended changes to landscape regulations.
3. **July Development Commission Meeting** – Due to the rescheduling of the Village Board Meeting, the next Development Commission Meeting will be held on Thursday, July 17th.
4. **Hanover Park Community Bank** – Village Board approved of the special use and variance for the Community Bank at the June 5th Village Board Meeting.
5. **Hanover Park Education & Work Center** – The Village Board authorized contract for build out of space, with demolition beginning as soon as possible. Classes for the center will begin in September.
6. **French Market** – The French Market began on Friday, June 13th. Market has

the potential to grow so continue to support it by visiting on Fridays throughout the summer.

7. **Touch-a-Truck and Food Truck Festival** – Eight food trucks were at event and it was a big success. With possible plans to host the event again, Staff may explore permitting processes for food trucks in the future.
8. **Regulations on Alternative Financial Services** – Village Manager and Mayor ask Staff to look into regulations for financial services including cash for gold, pawn shops, and title loans. Staff is performing research to see how to regulate and mitigate the negative economic and image impacts of these types of services.

10. ADJOURNMENT:

Motion by Commissioner Berthelot, seconded by Commissioner Neil.

Voice Vote:

All AYES.

Motion Carried: Meeting adjourned at 7:55 p.m.

Recorded and Transcribed by:

Katie Bowman, Village Planner
this 17th day of June, 2014

Virginia Wachsmuth, Chairperson



Village of Hanover Park
Community Development Department

INTEROFFICE MEMORANDUM

TO: Chairman Wachsmuth and members of the Development Commission

FROM: Katie Bowman, Village Planner

SUBJECT: **Public Hearing for Landscaping, Buffering, and Screening Regulations**

ACTION REQUESTED: Approval Disapproval Information

MEETING DATE: **July 17, 2014**

Request Summary

Hold a public hearing to review final draft of updated Landscaping, Buffering, and Screening Regulations and provide a recommendation to the Village Board regarding adoption.

Background

On July 11, 2013 and January 16, 2014, the Development Commission reviewed recommended changes to Landscaping, Buffering, and Screening Regulations as a part of the finalization of recommended changes to the Zoning, Sign, and Subdivision Ordinances, and incorporation of such changes into a Unified Development Ordinance.

Prior to the creation of a new Unified Development Ordinance, Staff proposes to incorporate changes to individual development regulations into the existing Municipal Code (Zoning, Sign, and Subdivision). Such process will allow for regulations to become applicable as they are finalized and approved, rather than waiting until all sections are finalized for approval.

Discussion

Following Development Commission discussions, additional updates have been made to the Landscaping, Buffering, and Screening Regulations. These updates have been developed based upon additional research and consultation with the Village Attorney and include updates based upon legal consideration, further clarification of requirements, and removal of redundant or unnecessary language. Additionally, the numbering of such sections has been changed to correlate with the current Zoning Ordinance. Major updates that include changes to content are outlined below and with full updates included in the attached ordinances.

Landscaping, Buffering, and Screening Regulations - Section 110-6.3

- 6.3.2.d – Scope – Reconstruction of Parking Areas – specification of what percentage of parking lot reconstruction triggers landscape compliance, being 50% of more. In this way, patching of individual portion of a parking lot will not trigger the requirement.
- 6.3.4.b.13 – Landscape Site Plan Information – Added definitions of diameter at breast height, caliper, and on center, for clarity

- 6.3.4.d.1 – Irrigation Plan – Updated irrigation plan requirements per Development Commission discussion.
- 6.3.5.a.8 – Landscape Design – Clarified that the maximum of 25% of any genus applies only to trees per Development Commission discussion.
- 6.3.5.d – Planting Location – Added definition of sight triangle area in which plantings are not to exceed 30”, rather than referencing another section, as this section will be updated at a later time.
- 6.3.7.a – Parking Lot Screening – Renamed ‘perimeter screening’ to ‘parking lot screening’ to avoid confusion with different requirement for screening along the property line/perimeter of a commercial property bordering a residential district.
- 6.3.7.b – Interior Parking Lot Landscaping – Reworded requirements for clarity and added several additional sections which help to define landscape area and how often it is required. Utilized wording from existing code that functions well.
- 6.3.8 – Foundation Landscaping – Clarified foundation landscaping requirements and added note that plantings are required in 50% of the area per Development Commission discussion.
- 6.3.9 – District Boundary Buffers – Clarified wording for district boundary buffers related to when and where they are required.
- 6.3.12 – Variations – Updated section to include new language for landscape variances as in the proposed new variation regulations.
- 6.3.13.d – Tree Removal – Added a note regarding the waiver from the tree replacement requirement if the minimum planting requirements are met, it is required in the site plan, and feasible alternatives do not exist, per Development Commission discussion.

Public Comment

To date, no public comments have been received on the proposed regulation changes. On July 9, 2013, the CONECT Business Committee reviewed the proposed regulations and found them to be acceptable. They commented that they supported updates which more clearly outline requirements and processes and provide flexibility to businesses.

Recommendation

Move to adopt the Findings of Fact recommending approval of the request for text amendment to include major and comprehensive Text Amendments to Chapter 110, Article VI, Section 110-6.3, Landscaping, Buffering, and Screening, of the Village of Hanover Park Zoning Ordinance.

Attachments

- Exhibit 1 - July 11, 2014 Draft Landscaping, Buffering, and Screening Regulations – Section 110-6.3
- Exhibit 2 - Draft Findings of Fact

ARTICLE VI: DEVELOPMENT STANDARDS OF GENERAL APPLICABILITY

Section 110-6.3. Landscaping, Buffering, and Screening

- 6.3.1. Purpose and Intent
- 6.3.2. Scope of Regulations
- 6.3.3. Landscape Plans Required
- 6.3.4. Design Planting and Preservation Criteria
- 6.3.5. Minimum Landscape Requirements for Off-Street Parking Lots
- 6.3.6. Minimum Landscape Requirements for Foundation Plantings
- 6.3.7. Landscape Buffer and Screening Requirements between Zoning Districts
- 6.3.8. Miscellaneous Landscape Requirements
- 6.3.9. Variations
- 6.3.10. Landscape Plan Review and Approval
- 6.3.11. Tree Preservation
- 6.3.12. Tree Preservation Plan and Tree Survey Required

6.3.1. PURPOSE AND INTENT

In order to ensure the compatibility of different land uses, this ~~Section Article~~ sets forth standards for the installation and maintenance and preservation of landscape. The visual and environmental setting of the Village has an effect upon the welfare of the citizens. The promotion and control of landscaping will preserve and enhance the public health, safety and welfare of the Village. These regulations are intended to minimize the harmful or nuisance effects resulting from noise, dust, debris, emissions and poor air quality, erosion, heat, motor headlight glare, the use of impervious ground material, artificial light intrusion, excessive storm water, objectionable sights or activities, or similar incompatible impacts conducted or created by adjoining or nearby land uses.

The standards set forth in this Section are not intended to inhibit or discourage innovative design proposals. As the standards provide the minimal framework for landscape proposals, it is anticipated that they will foster and encourage creativity, innovation, and add to the natural beauty of Hanover Park.

6.3.2. SCOPE

~~For all new construction and changes to existing uses +~~ The regulations set forth in this Section shall apply as follows:

- a. New Development: When any development involves the construction of a new building, or addition to an existing non-residential or multiple-family building.
- b. Special Use Permit; Variation; ~~Planned Unit Developments~~: When development of property is subject to requires a Special Use Permit or, a Variation, ~~or Planned Unit Development permit~~.

Comment [BK1]: Applies to new single- and two-family residential only, not additions.

Comment [BK2]: BP – Special use permit includes Planned Unit Development Permit

- c. Intensity of Use Increases: The intensity of use of any existing building, structure or premises is increased through the addition of: one (1) or more dwelling units; the gross floor area of a building is increased to require the construction of one (1) or more additional off-street parking spaces to meet the off-street parking requirement; when there is an exterior addition or enlargement of ~~at the building, structure or premises~~. Uses qualifying for site plan review exceptions in Section 110-4.3, shall not be required to provide additional landscaping.
- d. Expansion or Reconstruction of Parking Areas: When any existing off-street parking area is expanded or undergoes major reconstruction. Major reconstruction means removal of 50% or more of existing pavement within a parking area and replacement of such pavement. Resurfacing without reconstruction does not constitute major reconstruction.
- e. ~~Freestanding Sign/Ground Signs/Monument/Pole~~: The installation, reconstruction, or relocation of a ~~freestanding sign/Ground Sign, as that term is defined in Chapter 6 of this Ordinance~~, shall require landscaping or screening around such sign as defined in Section 6-6.3.10.
- f. Ground-Mounted Mechanical or Utility Equipment: Installation of ground-mounted mechanical or utility equipment shall require landscaping or screening around such equipment as defined in Section 110-6.3.10.

Comment [BK3]: BP – Specify how much pavement replacement triggers major reconstruction. Eg – removal of a portion of pavement around a drain does not trigger.

Comment [BK4]: Terminology updated to match current code.

Chapter 38, Article XI, Protection of Existing Trees, Landscaping, and Parkway Grading; and Chapter 102, Trees and Shrubs, should be referenced for general requirements for parkway trees, grading and erosion control, and treatment of diseased trees.

6.3.3. LANDSCAPE PLAN REVIEW AND APPROVAL

Landscape Plans shall be reviewed and approved as directed in Chapter 110, Article IV, Section 110-4.3. “Site Plan Review”, and as set forth herein.

6.3.4. LANDSCAPE PLAN REQUIREMENTS

For each property subject to these regulations, the Property Owner shall submit a landscape plan to the Zoning Administrator for his review with the building or other permit application, or at the time zoning relief is applied for, whichever is earlier. All landscape plans so submitted shall be at an appropriate scale, not smaller than 1 inch = 40 feet. Completed landscape plans shall contain all ~~of the following information, unless specifically not applicable to the project: required information including but not limited to: ownership of the property in question; detailed landscape site plan information; detailed schedule of landscape materials; and, irrigation plans, as outlined below~~

Comment [BK5]: BP – no need to state what they need to submit here, as it is listed below.

- a. Title Block:
 - (1) Name and Address of the Property Owner and/or /Petitioner.
 - (2) Name of Registered Landscape Architect and/or /Contractor.
 - (3) Landscape Architect’s and/or /Contractor’s firm name and address.

(4) Scale data, north arrow ~~and date~~ and date of any revisions.

b. Landscape Site Plan Information; Location of Existing Conditions and Proposed Improvements:

(1) Property lines.

(2) Building footprint, with entry and exit points.

(3) Identification of all proposed plant materials with planting bed locations and dimensions.

(4) Treatment of all ground surfaces (ground covers, sod, seed, seasonal beds, paving, impervious and pervious materials).

(5) Location of water detention sites.

(6) All utilities and lighting.

(7) Walls and fences (indicating height and material).

(8) Parking spaces and driveway aisles (spaces delineated including dimensions, curbing and handicapped spaces).

(9) Shopping cart collection points.

(10) Spot elevations and/or contours, existing and proposed.

(11) Berms, with one (1) foot interval contours indicated.

(12) Sidewalks.

(13) Existing survey of all trees with a diameter of six (6) inches or greater, as measured at four and one-half (4½) feet above the ground elevation (hereafter referred to as diameter at breast height or DBH). ~~(six (6) inch diameter at breast height (DBH) caliper and above, with drip line), noting trees proposed for removal and planned for preservation.~~

Comment [BK6]: BP – define DBH

(14) Monument Sign locations.

(15) Refuse ~~and~~ Recycling disposal areas.

(16) Public rights of way ~~and~~ easements, including street widths, ~~drives~~, ~~and~~ approaches.

(17) Planters or planting boxes.

(18) Trash cans.

(19) Other exterior landscape amenities including exterior tables and benches and trash receptacles.

c. Schedule of Proposed and Existing Landscape Material:

- (1) List of all proposed plantings, indicating common and botanical names, diameter at breast height-caliper, height or size and quantity.
- (2) List of all existing trees, six (6) inch diameter at breast heightDBH or greater, proposed for removal, ~~six (6) inch caliper or greater~~, indicating diametercaliper, common and botanical names.
- (3) List of all existing trees, six (6) inch diameter at breast heightDBH or greater, planned for preservation, indicating diametercaliper size, common and botanical names.

d. Miscellaneous:

- (1) Irrigation Plan, specifying how the landscaping will be hydrated, including system details and sprinkler head locations as applicable, providing for underground irrigation of planting beds or a water supply outlet no greater than one hundred fifty (150) feet from planting beds, if required.
- (2) Methods proposed to protect plants and plant beds to help ensure that they reach maturity.
- (3) Construction erosion control plan and Storm Water Pollution Prevention Plan, if required by Village Engineering Standards.

Comment [BK7]: Per DC - Not the intent to require underground irrigation, may provide watering through other means such as truck

Comment [BK8]: BP – further specify intent, to include tree posts, watering bags, etc.

e. Where applicable, the Zoning Administrator may require less information, or any other additional information, to appropriately evaluate compliance of the proposed development or improvement.

6.3.5. PLANTING DESIGN AND PRESERVATION CRITERIA

The landscape design, scale and nature of landscape material for any given site, shall be appropriate to the specific site and structures, and shall take into account the location of underground and above ground utilities. Earthen berms and existing topography shall, whenever practical, be incorporated into the landscape treatment of the site.

a. Landscape Design and Selection of Plant Material: New planting materials used in conformance with the provisions of this SectionArticle, shall be:

- (1) High quality nursery-grown stock. Substandard “B-grade” or “Park Grade” plants are not acceptable.
- (2) Grown in a climate zone similar to Hanover Park. (i.e. United States Department of Agriculture Zone 5b).
- (3) Capable of withstanding the extremes of individual site micro climates.
- (4) Selected for interest in its structure, texture, color and for its ultimate growth.
- (5) Harmonious to the overall design and of good appearance.

(6) In conformance with the American Standards for Nursery Stock, ANSI Z60.1, Latest Edition.

(7) In conformance with the Schedule of Prohibited Trees and Schedule of Recommended Plants maintained by the ~~Zoning Administrator~~ Village Forester.

(8) For each ~~plant group~~ type of tree (canopy tree, evergreen tree, etc) there shall be no more than twenty-five percent (25%) of one ~~genus~~.

Comment [BK9]: Per DC

b. Existing trees with an eight inch (8") diameter at breast height or greater that are in good health shall be preserved on the property to the extent possible as determined by the Village Forester or designee, and shall comply with the requirements of Section 6.3.5.a. above. Trees that are preserved shall be counted toward compliance of the requirements of this ~~Section~~ Division.

Comment [BK10]: PW addition

c. Evergreens ~~may~~ shall be incorporated into the landscape plan and treatment of a site, where appropriate to the site as determined by the Zoning Administrator, ~~particularly and shall be~~ in required buffers for property zoned residential, the screening of refuse holding areas, and critical points of required parking lot screening.

d. ~~Shrubs used in sight triangles as defined in Article 3, Division 2, Section 1.6 "Fences and Natural Screening" shall be low growth shrubs that do~~ Plantings located at or near the intersection of two public streets or the intersection of any driveway and street in an area enclosed by a triangle, each leg of which is a distance of 25 feet, measured along each curb of the intersection streets, from the point where the extension of the curb lines intersect (sight triangle) shall not exceed thirty inches (30") in height at maturity.

Comment [BK11]: BP – definition of sight triangle included here, as the section previously referenced may be adopted at a separate time

e. Plant materials ~~should~~ shall be placed against long expanses of building walls, fences and other barriers to mitigate their visual appearance, accentuate building entrances and architectural features, and screen mechanical equipment ~~soften their effect~~.

f. Where site characteristics or property dimensions limit the use or survivability of live landscaping as an effective screen, masonry walls ~~may~~ shall be used ~~to satisfy~~ for required screening. ~~subject to the regulations set forth in this Zoning Ordinance, Article 3, Division 2, Section 1.6 "Fences and Natural Screening"~~.

g. All masonry walls or decorative fencing which may be approved shall be constructed and installed in a durable fashion and shall have the finished side facing the street or property line subject to the regulations set forth in Section 110-6.6, Accessory Uses and Structures ~~this Zoning Ordinance, Article 3, Division 2, Section 1.6 "Fences and Natural Screening"~~.

Comment [BK12]: BP – Reference not needed in both f and g.

h. Consideration should be given to site constraints, such as overhead wires, when designing the landscape plan ~~site~~ to avoid excessive and unsightly tree trimming in the future.

Comment [BK13]: Further specify – what do others say?

i. Installation of Plant Materials:

(1) Plant materials of all types and species shall be installed in accordance with the minimum technical specifications of the "Illinois Chapter of Landscape Contractors", including the guarantee and replacements sections.

(2) Minimum Plant Sizes at time of installation shall be:

- (a) Shade Trees: two and one-half (2 1/2) inch diameter as measured six (6) inches above the soil line (hereafter referred to as caliper).
- (b) Ornamental Trees: two (2) inch caliper or if in clump form, six (6) feet in height.
- (c) Evergreen Trees: five (5) feet in height.
- (d) Shrubs required for screening: three (3) feet in height; shrubs used for other purposes: eighteen (18) inches in height.
- (e) Ground Cover: spaced no less than twelve (12) inches on center (from the center of one planting to the center of the next).
- ~~(f) Perennials: spaced no less than is recommended for the particular species.~~

Comment [BK14]: BP – too vague and not needed, as perennials not required

(3) A minimum 30 inches of soil depth and 250 cubic feet of soil is required per tree.

- j. Plantings on any portion of the public right-of-way provided by an adjacent property owner, association, or individual, that are removed as a result of Village utility construction or maintenance, or other Village activities, may be replaced at the sole responsibility of the property owner, association or individual. ~~The Village shall not be required to replace any plant material in the public right-of-way.~~

6.3.6. MINIMUM LANDSCAPE REQUIREMENTS FOR RESIDENTIAL LOTS

- a. Each single-family detached lot or ~~two-family lot duplex dwelling~~ shall be planted with deciduous trees totaling at least six inches caliper per lot, evergreen trees totaling at least six feet in height per lot, and a minimum of 12 shrubby plants per lot.
- b. Each townhouse or garden court dwelling unit and associated parking area shall be planted with deciduous trees totaling at least four inches caliper per unit, evergreen trees totaling at least three feet in height per unit, and a minimum of ten shrubby plants per unit.
- c. Each apartment development and associated parking area shall be planted with deciduous trees totaling at least 18 inches in caliper per gross acre, evergreen trees totaling at least 18 feet in height per gross acre, and a minimum of 15 shrubby plants per gross acre.
- ~~e.d.~~ Credit shall be given against the above requirements and those of Section 6.3.4. "Planting Design and Preservation Criteria" for existing trees that are preserved.
- ~~e.e.~~ Minimum planting requirement shall be maintained at all times, unless otherwise approved by Zoning Administrator due to site conditions, plant maturity/size, or overcrowding.

Comment [BK15]: Per DC request.

6.3.7. MINIMUM LANDSCAPE REQUIREMENTS FOR OFF-STREET PARKING LOTS

a. ~~Parking Lot Perimeter~~ Screening Required: Every off-street parking lot or parking area containing five (5) or more parking spaces shall be set back, buffered and screened from public view and adjacent property by a ~~perimeter~~ landscaped area having a minimum width of eight (8) feet, or, where screening by a masonry wall, a minimum width of five (5) feet, except for properties fronting Irving Park Road, where the landscaped area shall have a minimum width of five (5) feet.

Comment [BK16]: Name of planting area changed to avoid confusion with buffer required along the perimeter of a property/ property line between a residential and non-residential zoning district.

Comment [BK17]: Due to existing conditions and shallow lot depths along Irving Park Road (130-250')

1) The minimum width for the ~~parking lot perimeter~~ screening area shall be measured from the property line and shall not include any parking overhang.

2) Screening within the ~~parking lot screening perimeter setback~~ area shall consist of one or more of a masonry wall, ~~ornamental metal~~ densely planted hedge, decorative fencing, or massing of shrubs, installed in a manner so as to inhibit public views of the parking area.

Comment [BK18]: BP – ornamental metal included within the decorative fence category

3) ~~Parking lot Perimeter~~ screening shall be continuous, except for breaks as may be permitted for sidewalks, driveways and sight triangles.



Example of a bioswale buffer screening the off-street parking lot from the perimeter.

4) Masonry walls or decorative fences used for ~~parking lot perimeter~~ screening shall have a minimum height of thirty (30) inches and a maximum height of thirty-six (36) inches. Such walls shall have a finished surface which is the same or closely similar to the masonry of the principal building.

5) Shrubs planted as parking lot screening shall be at least three (3) feet in height at time of installation, unless ~~located at or near the intersection of two public streets or the intersection of any driveway and street in an area enclosed by a triangle, each leg of which is a distance of 25 feet, measured along each curb of the intersection streets, from the point where the extension of the curb lines intersect (sight triangle), in which case they shall not exceed 3 feet at maturity.~~

6) ~~In addition to the requirements above, t~~he surface of the ~~parking lot screening perimeter setback~~ area shall be suitably covered with grass, ground cover or similar vegetation and periodically mulched. Impervious materials such as asphalt, concrete or a layer of stone is prohibited.

7) A six (6) inch continuous poured-in-place concrete curb shall separate all drive and parking surfaces from landscape areas except when built designed for bio-filtration purposes.

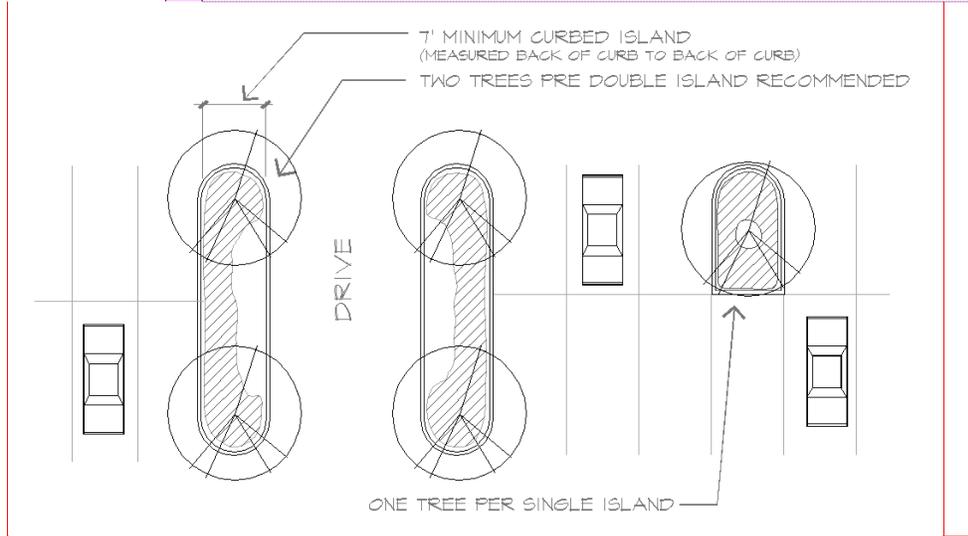
Comment [BK19]: PW addition

8) The Zoning Administrator may recommend a creative alternative of berms, walls, shrubs, trees or other material, which has the effect of providing a minimum three (3) foot high visual screen of parking areas.

b. Interior Landscaping Requirements:

- (1) All off-street parking areas containing 15 or more spaces shall be landscaped in accordance with the standards of this section.
- (2) Planting areas shall be located between the ends of a series of parking space and the driveway or circulation area providing access to those spaces.
- (3) Planting areas shall be located so that the parking area contains no single series of more than 20 parking spaces.
- (4) Landscaping along the perimeter of parking areas or landscaped areas not bound on at least three sides by parking spaces, driveways, or maneuvering areas shall not be counted toward the landscaped area required under this section.

~~(4)(5)~~ Such planting areas shall have ~~A planting island equal in area to a parking space, having a minimum width of 7 feet and minimum length of 16 feet~~ ~~area of 1 square feet~~ from back of curb. ~~shall be located at each end of a parking row, and after each fifteen (15) parking spaces within a parking row.~~ A planting area having a minimum width of 7 feet and minimum length of 32 feet from back of curb shall be located at the end of a back-to-back parking row. Alternative designs, such as a continuous landscape area between rows, may be considered, provided that such area ~~islands~~ have a minimum width of 7 feet.



Example of a Planting Island Equal to a Parking Space

(6) Each ~~planting area~~ ~~parking island~~ shall include at least one shade ~~or evergreen tree, at a minimum~~ of 1 tree per 15 parking spaces. ~~To determine the required number of trees, the total number of parking spaces shall be divided by 15, with fractions of 0.5 or greater~~

Comment [BK20]: Added from existing regulations to clarify what qualifies as an island

Comment [BK21]: OR fraction thereof – what if adding under 15 to an already nonconforming lot? Make the whole lot comply or just new? See current language.

Comment [BK22]: Wordy?

Comment [KT23]: Clarification of parking lot island area added, as well as provision for alternative types of islands to allow for creativity. Based upon comparable communities.

Comment [BK24]: To be updated based upon final regulations

Comment [BK25]: Further clarification added based upon Teska recommendation and comparable communities. Additional language added from existing code to assist in calculation.

being rounded up to 1.

~~(2)~~(7) At least fifty percent (50%) ~~of the remaining portions~~ of the surface of the planting island shall be suitably ~~planted~~~~covered~~ with grass, ground cover or similar ~~salt-resistant~~ vegetation. The remaining area shall contain landscape mulch. A layer of stone or impervious materials such as asphalt and concrete is prohibited.

(a) Landscape material in parking islands are to remain within the planting area at all times and be maintained in conformance with Section 6.3.11.

~~(3)~~(8) A six (6) inch continuous poured in place curb shall separate and surround all interior landscape island areas, except when designed for bio-filtration purposes.

~~(4)~~(9) All areas within or at the edges of parking lots which are greater than fifty (50) square feet and not designed for parking ~~spaces~~~~stalls~~, drive aisles or shopping cart collection points, shall be curbed and landscaped with sod, ground cover, shrubs, or trees.

~~(5)~~(10) The installation of bio-filtration swales for landscaping and stormwater management purposes is encouraged.

~~(6)~~ Except those designed as bio-infiltration ~~swales~~~~islands~~, all landscaped ~~areas~~~~islands~~ shall have a minimum topsoil depth of three (3) feet and mounded to a center height of six to twelve (6-12) inches above top of curb height to provide positive ~~drainage~~.

(11) Plant materials should be appropriate for pedestrian areas, and are not to include thorns or other elements detrimental to pedestrians or parking lot ~~functionality~~.

Comment [BK26]: Added per Teska recommendation

Comment [BK27]: Per DC request

6.3.8. MINIMUM LANDSCAPE REQUIREMENTS FOR FOUNDATION PLANTINGS

a. Where a front yard setback is required, a minimum building foundation landscape area of at least five (5) feet in width, as measured from the foundation wall, shall be located immediately along the front and sides of all buildings.

b. Where a front yard setback ~~does not exist~~~~is not required~~, the applicant shall install planters where possible.

c. Except for building entryway areas and sidewalks as may be permitted, the surface of the required foundation landscape area shall be free of paving or other impervious surfaces and a minimum of fifty (50) percent of the length shall be ~~landscaped~~ planted with live plantings.

d. A six (6) inch curb shall separate all foundation landscape areas from drive aisle and parking areas.

~~e.~~ Foundation landscaping shall be provided, and shall include a variety of ~~hedges~~, shrubs, evergreens and ground cover in a manner which accents building entranceways and architectural features, softens large expanses of building walls, and screens mechanical equipment.

Comment [BK28]: BP – foundation plantings are required in all areas at this time, but are not present on all previously constructed buildings, where this could apply

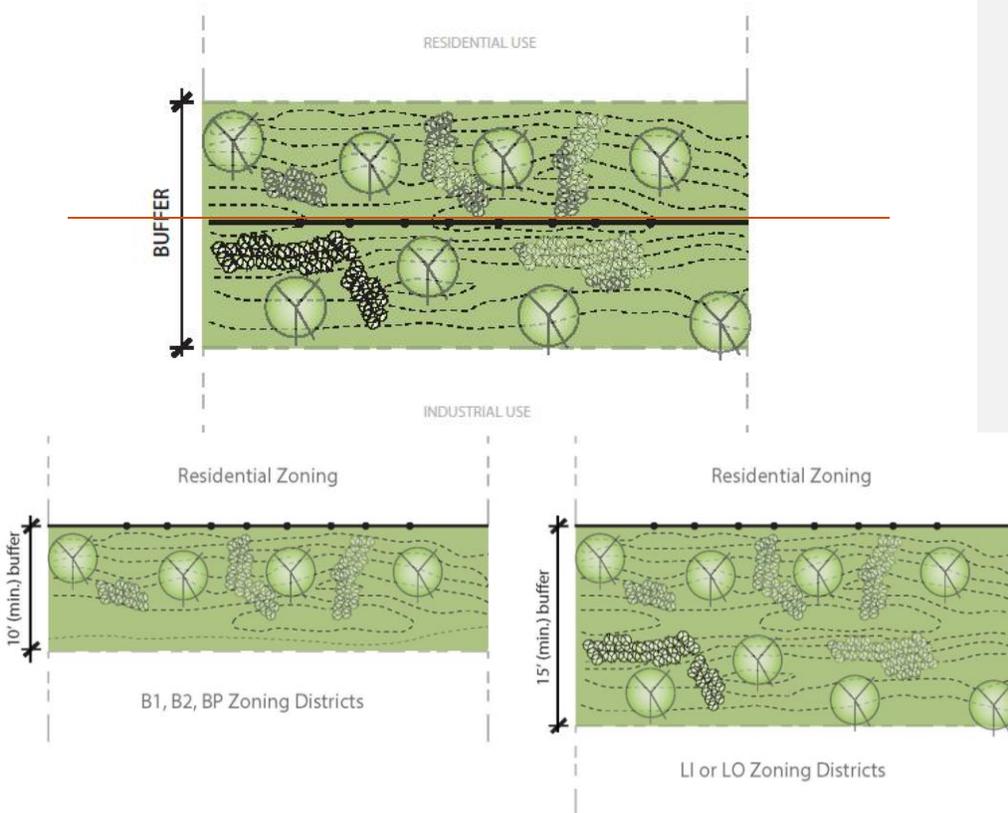
Comment [BK29]: Added for practicality, per comparable communities.

Comment [BK30]: Removed requirement for trees, per comparable communities; trees do not do well directly adjacent to a building.

6.3.9. LANDSCAPE BUFFER AND SCREENING REQUIREMENTS BETWEEN ZONING DISTRICTS

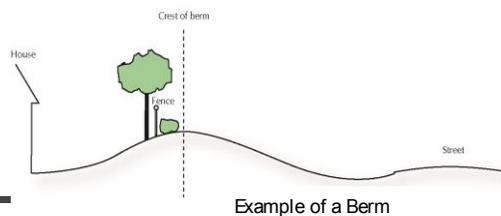
- a. A landscape buffer shall be installed along the boundary between a nonresidential zoning district and a residential zoning district. Such buffer shall have a minimum width of ten (10) feet landscaped and screening area shall be located along the length of any property line located in the B1, B2, and BP zoning districts, and a minimum width of fifteen (15) feet along the length of any property line located in the LI, or LO zoning districts, when adjacent to property zoned residential.

Comment [BK31]: Reworded for clarity



- (1) Required screening shall consist of a six foot (6') fence or six foot (6') foot high berm, or combination thereof, as well as 4 shade or ornamental trees every one hundred (100) lineal feet, and 14 shrubs every one hundred (100) lineal feet. The mix of trees shall consist of 1/3 shade trees, 1/3 ornamental trees, and 1/3 evergreen trees.
- (2) Screening shall be continuous along the property line.
- (3) Berms shall be utilized to the maximum extent feasible.

Comment [BK32]: 1 tree/ 8 feet found to be too crowded, updated to match current buffer requirements.



- (4) Evergreen trees and shrubs shall be used to the greatest extent feasible in a fashion so as to inhibit views from residential property.
- (5) The surface of the landscape buffer area shall be suitably covered with grass, ground cover or similar vegetation and periodically mulched. Impervious materials such as asphalt, concrete or a layer of stone is prohibited. The landscape buffer shall not be used for the purposes of parking, loading, servicing, or storage.
- (6) An eight (8) foot high masonry wall within a five (5) foot landscape setback area may be utilized as an alternative to meeting the minimum ten (10) foot width requirement. Masonry walls are subject to the regulations set forth in Section 110-6.6, "Accessory Uses and Structures".

6.3.10. MISCELLANEOUS LANDSCAPE REQUIREMENTS

a. Landscaping of Freestanding Signs:

- (1) Landscaping shall be installed in a minimum three-foot radius (3') around the sign base.
- (2) The landscaped area shall consist of plantings such as, but not limited to, shrubs, evergreens, flowering plants and ground cover plants. Landscaping bark, mulch, sod or seeded areas shall not be considered in calculating the square footage of the required landscaped area.

b. Landscaping and Screening of Mechanical and Utility Equipment:

- (1) All mechanical equipment, including heating and air conditioning units, shall be screened by a semi-opaque fence, wall, or densely planted evergreen landscape planting at a maximum height sufficient to obscure such equipment from view from all adjacent streets.
- (2) All fences installed to satisfy the screening requirement shall comply with the regulations of Section 110-6.6, Accessory Uses and Structures and with all other applicable Code regulations.

Comment [BK33]: To include both ground- and roof-mounted.

Comment [BK34]: Per DC comment.

~~e. Water Supply; Underground Irrigation: A water supply to irrigate landscaping is required within one hundred fifty (150) feet of all landscaped areas. Installation of an underground irrigation system is recommended.~~

Comment [BK35]: BP - Redundant, required in plan submittal section.

~~d.c.~~ Changes to Approved Landscape Plan: Any change to an approved Landscape Plan shall require the prior approval of the Zoning Administrator.

6.3.11. LANDSCAPE MAINTENANCE REQUIRED

Property Owners shall be responsible for ongoing maintenance, fertilization, repair and replacement of all vegetation, barriers and landscape planting materials, including, but not limited to, the following: -

- a. Replacement plantings shall be no less than the minimum required size or the size indicated in

the approved Landscape Plan, whichever is greater.

- b. The Property Owner shall make replacement plantings promptly after any plant has died but no later than thirty (30) days after notification by the Village of violation of this Ordinance, unless a time extension is given by Zoning Administrator or Village Forester.
- c. Planting beds shall be initially, and thereafter periodically, filled with soil and mulched in their entirety, with shredded bark or other organic equivalent. Such material shall be contained within landscape areas and excess material outside of such areas shall be cleared on a regular basis.
- d. Grass, sod and lawn areas shall be periodically and routinely mowed during the growing season. The grass height of any lawn area shall be as required by Village Code, Chapter 54, Article V, Plants and Weeds.
- e. Plants shall be pruned and inspected for pests on a regular basis.
- f. Litter shall be removed from planting areas on a regular basis.

Comment [BK36]: Per DC discussion.

Comment [BK37]: Allows for time extensions for various reasons.

Comment [BK38]: Added to address mulch littered across parking lot.

Comment [BK39]: Added per Teska recommendation.

Comment [BK40]: Section separated for clarity.

6.3.12. VARIATIONS

- ~~1) Flexibility in the Administration of Required Landscape Standards. To meet the objectives outlined in this Article 5, Division 2, the following landscape requirements are hereby established. However, the Village recognizes that, because of the wide variety of types of developments and the relationships between them, some flexibility in applying standards set forth in Article 5, Division 2 is appropriate as long as the intent of specified requirements are met. Minor deviations from any specific requirement of this Section may be approved administratively by the Zoning Administrator, deviations of twenty percent (20%) or more of an individual requirement shall require a variation.~~
- 2) A Property Owner may file an application for a variation when compliance with the requirements of this ~~Section~~ Division for a new or pre-existing development pose a practical hardship in accordance with the procedures and standards in Section 110-4.7 Variations.
- 1) Additionally, application may be made to the Zoning Administrator for an administrative variance of no more than 10% of any particular landscape requirement in lieu of the Development Commission process, provided the intent of such requirements are met and the variance otherwise meets all requirements for a variation. The application or decision concerning an administrative landscape variance shall not eliminate the potential to apply to the Development Commission for the same or similar variation.

Comment [BK41]: Language updated to match new variance regulations.

6.3.13. TREE PRESERVATION

- a. Purpose: While allowing the reasonable use and improvement of property, the Village desires to preserve, protect, replace and properly maintain trees within the Village and protect the public from trees which pose a threat or danger. The Ppreservation of trees is intended to accomplish the following goals:

- (1) ~~To p~~ Preserve trees as an important public resource, which enhance the quality of life and the general welfare;
- (2) Preserve and enhance the Village's physical and aesthetic environment;
- (3) Enhance the air quality by filtering air pollutants;
- (4) Reduce noise by creating a natural barrier;
- (5) Reduce topsoil erosion through the soil retention effect of tree roots;
- (6) Reduce storm water runoff and the associated costs and replenish ground water supplies; and
- (7) Protect and enhance property values.

b. Scope: This Section 6.3.13. shall apply to all new and changes to existing non-residential and multiple-family construction, and new single-family and two-family construction.

c. Tree Preservation During Construction:

(1) Trees required or scheduled to be preserved shall be protected during construction as follows:

- (a) Protective fencing shall encircle and be erected one foot beyond the periphery of the drip line, or as otherwise approved by a landscape professional. All fencing shall be of a rigid material, shall be a minimum height of 4' and secured to metal post driven into the ground that are spaced no more than 10' apart.
- (b) Protective barriers shall be in place prior to the initiation of construction and shall remain in place until construction and site work is completed.
- (c) No materials, construction equipment or vehicles shall be stored, driven upon or parked within any drip line.
- (d) Crushed limestone or other material detrimental to trees shall not be dumped, placed, or stored within any drip line or at a higher elevation where drainage could affect the health of the tree(s).



A good example of tree preservation.

Comment [BK42]: For single- and two-family residential, only apply for new construction.

Comment [BK43]: Per DC request.

- (e) The existing grade within the drip line shall not be modified and shall be maintained to the fullest extent possible. Where grade changes of four (4) inches or more are required surrounding the drip line, a low retaining wall or other permanent tree protection technique, as may be approved by the Zoning Administrator, shall be used to ensure the long term health of the tree designated for preservation.
 - (f) In the event an underground utility line is to be located within five (5) feet of a tree designated for preservation, said utility line shall be augured to prevent damage to the tree's root system.
- (2) Methods for tree protection shall be clearly specified prior to the issuance of a building permit. If, in the opinion of the Zoning Administrator, such methods are not adequate to protect trees designated for preservation, a building permit shall not be issued. If during construction, adequate methods are not employed so as to protect designated trees, the Zoning Administrator may issue a stop work order until such time as adequate preservation methods are employed.
 - (3) If a deciduous or evergreen tree designated for preservation is damaged, razed or removed as a result of construction, such tree shall be replaced in accordance with the Tree Replacement section of this Division.

d. Tree Removal and Replacement:

The following shall apply to the rRemoval of any tree greater than eight (8) inches in ~~DBH~~ (Diameter at Breast Height) or having an aggregate diameter at breast height of fifteen (15) inches ~~DBH~~ or larger:

- (1) ~~Removal of any tree greater than eight (8) inches in DBH (Diameter at Breast Height) or having an aggregate diameter of fifteen (15) inches DBH or larger. Such removal~~ shall only occur for the following reasons:

- (a) Tree is dead or dying;
- (b) Tree is diseased;
- (c) Tree is damaged or injured to the extend that it is likely to die, or that it constitutes a hazard to persons or property; or

(d) Removal of tree is consistent with good forestry practices.

~~(d)(e)~~ Removal of such tree is otherwise ~~approved by the Zoning Administrator and required for overall site plan, minimum landscape requirements are met, and feasible alternative design options do not exist, as approved by the Zoning Administrator.~~

- (2) Tree removal shall only be performed by a professional tree removal or forestry contractor. Such contractor shall be registered with the Village.

- (3) Removal of aAny tree greater than eight (8) inches in diameter at breast heightDBH requires replacement of new trees with a total caliper equal to or greater than that of

Comment [BK44]: To account for cases in which tree removal required for site design and minimum landscaping being met – eg- undeveloped wooded lots.

Comment [BK45]: When applies? Scope of regs

~~existing trees being removed, unless minimum landscape requirements are already met.
two (2) new tree saplings of not less than three (3) inches caliper.~~

(4) Replacement trees shall only be of a species approved by the Village in the Schedule of Recommended Plants.

(5) Alternative Tree Replacement Location:

(a) If the Zoning Administrator, determines that full tree replacement pursuant to the requirements of the ~~Section Division~~ will result in the unreasonable crowding of trees on the lot where construction activity is taking place, or would be otherwise inconsistent with current best practices, the Zoning Administrator may designate that some or all of the replacement trees required be planted in the public right of way immediately adjacent to the lot where the construction activity is taking place.

(b) If the Zoning Administrator determines that the alternative tree replacement required by this Division will result in the unreasonable crowding of trees upon the public right of way in accordance with current best practices, the Zoning Administrator may reduce the number of replacement trees to be planted immediately adjacent to the public right of way, and require that replacement trees be located on other nearby public rights of way, or other suitable locations.

(c) All replacement trees designated for the public right of way or Village property shall only be of those species permitted by the Village, and shall be installed ~~by~~ the permittee.

Comment [BK46]: PW addition

(6) **Payment In-Lieu of Tree Replacement:**

Comment [BK47]: Do we really want to charge a fee?

In the event that the Zoning Administrator determines that the full replacement of tree as required by this ~~Section Division~~ would result in unreasonable crowding of trees upon the lot where construction activity will occur, or on the immediately adjacent public right of way, a permittee may be allowed to pay the Village a fee in lieu of making such replacement in kind. The Village has no obligation to grant such a request. If the request is granted, the following regulations shall apply:

(a) This fee shall be equal to the tree replacement value based upon the average cost per tree inch of trees planted by the Village during the previous fiscal year.

(b) The tree replacement fee must be received by the Village within thirty (30) days after issuance of a building permit, or the date of the damage or removal for which the replacement is required.

(c) The Zoning Administrator may issue a stop work order if a permittee fails to pay the tree replacement fee within thirty (30) days after the date of the damage or removal for which the replacement is required. No certificate of occupancy for the property in question shall be issued until the tree replacement fee has been received by the Village.

e. Penalties:

For any tree designated for preservation that is damaged, razed or removed without the prior written approval of the Zoning Administrator, a monetary fine (as scheduled in the Village's Fee Ordinance) shall be assessed upon the owner of the property on which the trees were damaged or removed. No building permits or licenses for the property shall be issued or given final approval until said charge is paid and a Replacement Tree Plan is prepared and approved by the Zoning Administrator.

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DEVELOPMENT COMMISSION
DRAFT FINDINGS OF FACT
TEXT AMENDMENT TO
LANDSCAPING, BUFFERING, AND
SCREENIN0047 REGULATIONS

I. Subject

Consideration of a request by the Village of Hanover Park for a text amendment to include major and comprehensive Text Amendments to Chapter 110, Article VI, Section 110-6.3, Landscaping, Buffering, and Screening, of the Village of Hanover Park Zoning Ordinance.

II. Findings

On July 17, 2014, after due notice as required by law, the Hanover Park Development Commission held a public hearing on the subject request concerning the text amendment. ___ objectors appeared and ___ written objections were filed.

The Development Commission has made the following findings regarding the text amendment request:

Conformance with Comprehensive Plan

Approval of the text amendment is in conformance with the Comprehensive Plan. Such regulations will work towards key visions and goals of the Comprehensive Plan, including Vision 3: to “foster a positive community image through the promotion of quality community aesthetics” and Vision 4: to “promote sustainability in land-use patterns and development.”

Public Interest

The text amendment is in the public interest and is not solely for the interest of the applicant, providing regulations that promote improved physical and community development and provide guidelines for property owners, businesses, and developers to make such improvements.

Necessity of Amendment

The amendment is necessary due to changed conditions upon which the current Zoning Ordinance is based. Over time, general conditions within the Village, the needs and desires of its residents and leaders, and standard development practices change. The amendment makes updates to address such changes.

III. Recommendations

Accordingly, by a vote of ___ to ___, the Development Commission recommends approval of the request.