

SECTION 17.1000 SITE PLAN REVIEW AND ARCHITECTURAL CONTROL

17.1001 PURPOSE AND INTENT

For the purpose of promoting compatible development, stability of property values, and to prevent impairment or depreciation of property values, no person shall commence any use or erect any structure without first obtaining the approval of detailed site and architectural plans as set forth in this section.

The Building Inspector shall review the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, utilization of landscaping and open space areas as deemed appropriate for all development in the A-1 agricultural district, Rs-1, Rs-2, Rs-3, and Rs-4 single-family residential districts, and the Rd-1 and Rd-2 two-family residential districts.

The Plan Commission shall review the site, existing and proposed structures, architectural plans, neighboring uses, utilization of landscaping and open space, parking areas, driveway locations, loading and unloading, highway access, traffic generation and circulation, drainage, sewerage and water systems, , and the proposed operation in the following districts Q-1, M-1, I-1, OP-1, BP-1, B-4, B-3, B-2, B-1, RM-1, and SFRD-3. However if the architectural changes for an existing structure amount to less than 25% of the exterior of the building, review shall be made by the Architectural Review Board. The Plan Commission will review all of the above plans for any district if a Conditional Use is required and may review the architectural changes which amount to 25% or less of existing structures if the Architectural Review Board or Administrator deems the changes are important to the general planning of the community.

The Architectural Review Board shall review the site, proposed structures, architectural plans, parking, utilization of landscaping and open space, walkways, lighting, and signage for compliance with design guidelines described in the Downtown Design & Development Plan, and Design Standards, , for proposed development projects within the following districts Q-1, M-1, I-1, OP-1, BP-1, B-4, B-3, B-2, B-1, RM-1 and SFRD-3. The Architectural Review Board shall document its review proceedings, and make appropriate recommendations regarding such reviewed projects for consideration by the Plan Commission. The Architectural Review Board shall also review proposed structures within the A1, Rs-1, Rs-2, Rs-3, Rs-4, Rd-1, and Rd-2 districts when the Building Inspector requests said review in order to determine compliance with Section 17.1002 or where the Plan Commission establishes said review as a condition of approval of the development.

17.1002 PRINCIPLES

To implement and define criteria for the purposes set forth in Section 17.1001, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

- A. No structure, or use shall be established that is counter to the intent of the Design Standards nor shall the same be permitted that would have a negative impact on the maintenance of safe and healthful conditions in the Village. Structures and uses in the B-4 Central Mixed Use District shall also adhere to the intent of the Downtown Development and Design Plan.
- B. No structure shall be permitted:
 - 1. The design or exterior appearance of which is of such unorthodox or abnormal character in relation to its surroundings as to be unsightly or offensive to generally accepted taste and community standards.
 - 2. The design or exterior appearance of which is so identical to a building on lots within 500 feet of each other that it creates excessive monotony or

- drabness, in order to realize architectural uniqueness between lots.
3. Where any exposed facade is not constructed or faced with a finished material or color which is aesthetically compatible with the other facades and presents an attractive appearance to the public and to surrounding properties.
- C. The facade of a manufacturing building which faces upon a street right-of-way shall be finished with an aesthetically pleasing material. A minimum of 50 percent of a facade facing a street shall be finished with brick or decorative masonry material. Such masonry facing shall extend for a distance of at least 10 feet along the sides of the structure. Manufacturing buildings on corner lots shall have the required masonry facade facing each street. Metal buildings may be constructed in any business, manufacturing, institutional, or park district, but only by a 3/4 affirmative vote of the Plan Commission.
 - D. Building Scale and Mass. The relative proportion of a building to its neighboring buildings, to pedestrians and observers, or to other existing buildings shall be maintained or enhanced when new buildings are built or when existing buildings are remodeled or altered.
 - E. Structures and uses shall make appropriate use of open spaces and the Plan Commission may require appropriate landscaping and planting screens. All landscaped areas shall provide a mix of climax trees, tall and medium deciduous trees, tall and medium coniferous trees, deciduous and coniferous shrubs, and grasses. The appropriate mix shall be determined by the Plan Commission.
 - F. No articles, goods, material, finished or unfinished product, incinerators, storage tanks, refuse containers, or like equipment shall be kept outdoors, exposed to public view, or exposed to view from adjacent buildings and property. Garbage and refuse containers shall be screened from the street and from neighboring facilities. The Plan Commission may permit the outdoor display of product or merchandise when it makes a finding that such display is essential to a business or industrial use.
 - G. Structures and uses shall be provided with adequate services as approved by the appropriate utility and serve to implement the recommendations of Utility and Stormwater Management Plans of the Village.
 - H. Buildings and uses shall provide adequate parking and loading areas. No loading dock or overhead door shall face upon a street right-of-way unless a determination is made by the Plan Commission to allow the same, as described herein.
 1. The Plan Commission shall not allow the same unless the Plan Commission first finds either a or b:
 - (a) That the loading dock or overhead door is set back at least 75 feet from the street right-of-way and adequate vehicle turn-around areas have been provided on the lot, such that no maneuvering of vehicles will take place within the street right-of-way in order to access the loading dock or overhead door.
 - (b) That the building is on a lot within the M-1 Industrial District and the building has a previously approved loading dock facing the street.
 2. If the Plan Commission finds (1) (a) or (1) (b), above, then the Plan Commission may allow the loading dock or overhead door to face the street right-of-way upon consideration of the following additional factors, without limitation by reason of enumeration:

- (a) Whether the loading dock or overhead door is set back sufficiently from the street right-of-way to adequately limit the adverse visual impact of the loading dock or overhead door;
- (b) Whether the number of loading docks or overhead doors that are proposed to face the street right-of-way, due to their number, would create an adverse visual impact;
- (c) Whether the natural terrain and other existing features of the lot may affect the visual impact of the loading dock or overhead door; and
- (d) Whether the loading dock or overhead door will be appropriately screened with landscape berms or other landscaping.

17.1003

ADMINISTRATION

Plan data shall be submitted to the Building Inspector. The Building Inspector shall review all applications in the A-1, CR-1, CR-2, TS-1, Rs-2, Rs-2, Rs-3, Rs-4, Rd-1 and Rd-2 districts. The Building Inspector shall transmit all other applications and their accompanying plans in all other districts to the Plan Commission for their review. Plan data to be submitted with all plan review applications shall include the following:

- A. Site plan drawn to a recognized engineering scale.
- B. Name of project noted.
- C. Owner's and/or developer's name and address noted.
- D. Architect and/or engineer's name and address noted.
- E. Date of plan submittal.
- F. Scale of drawing noted on plan.
- G. Existing and proposed topography shown at a contour interval not less than two (2) feet.
- H. The characteristics of soils related to contemplated specific uses.
- I. Total number of parking spaces noted.
- J. The type, size, and location of all structures with all building dimensions shown.
- K. Indicate height of building(s).
- L. Existing and proposed street names indicated.
- M. Indicate existing and proposed public rights-of-way and widths.
- N. North arrow shown.
- O. Locate existing and general location of proposed sanitary sewers, storm sewers, and water mains.
- P. Locate any proposed storm water management facilities, including detention/retention areas.
- Q. Locate existing trees.
- R. Note location, extent, and type of proposed plantings.
- S. Note location of pedestrian sidewalks and walkways.
- T. A graphic outline of any development staging which is planned is required to be shown on the site plan.
- U. Architectural plans, elevations, and perspective drawings and sketches illustrating the design and character of proposed structures.

17.1004

REVIEW AND FINDINGS

The Building Inspector shall review appropriate architectural and site plans within the review period set forth for a building permit in Section 17.0205 of this ordinance. The Plan Commission shall review referred plans at the first regular Plan Commission meeting following their submittal. The Plan Commission shall render a decision no later than the following regular Plan Commission meeting. The Building Inspector or Plan Commission or Architectural Review Board, whichever is appropriate, shall not approve any plans unless they find after viewing the application that the structure or use, as planned, will not violate the intent and purpose of this ordinance. The Building Inspector, Plan Commission or Architectural Review Board, whichever is appropriate, will approve said plans only after

determining the proposed building or buildings will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire or traffic congestion, or otherwise endanger the public health or safety. The Plan Commission may require that a Developer's Agreement be entered into between the Developer and the Village as a condition of architectural and site plan approval.

17.1005

SURETIES

Time schedules may be imposed for the completion of buildings, parking areas, open space utilization, and landscaping. Occupancy to any structure prior to completion of improvements may only be authorized by the Plan Commission. Whenever improvement schedules are delayed, the Plan Commission shall require appropriate sureties to guarantee that requirements will be completed on schedule. Failure to complete required improvements within specified time limits shall constitute a zoning violation and the Building Inspector shall initiate the appropriate action to correct the violation pursuant to Sections 17.0302 and 17.0303 of this Ordinance.

17.1006

APPEALS

Any person or persons aggrieved by any decisions of the Building Inspector, Plan Commission, and Architectural Review Board related to plan review may appeal the decision to the Zoning Board of Appeals. Such appeal shall be filed with the Village Clerk within 30 days after filing of the decision.