

City of Sycamore

UNIFIED DEVELOPMENT ORDINANCE

Table of Contents

Section Page

Chapter 1 **General Provisions**

Article 1.1 Introduction

1.1.1	Comprehensive Plan	1-1
1.1.2	The Need for this Ordinance	1-1
1.1.3	General Development Objectives	1-1
1.1.4	Organization of This Document	1-2

Article 1.2 Purpose and Applicability

1.2.1	Title and Jurisdiction.	1-2
1.2.2	Purpose and Intent	1-2
1.2.3	Separability	1-4
1.2.4	Repeal of Conflicting Ordinances	1-4
1.2.5	Publication and Effective Date	1-5
1.2.6	Illustrations	1-5
1.2.7	Zoning Map	1-5
1.2.8	Official Map.	1-5
1.2.9	Annexed Land	1-5
1.2.10	Boundary Lines	1-5
1.2.11	Interpretation.	1-6
1.2.12	Platted Building and Setback Lines	1-6
1.2.13	Incorporation by Reference	1-6
1.2.14	Disclosure by Trustee of Land Trust.	1-6
1.2.15	Successor to Rule or Standard Making Agencies.	1-7
1.2.16	Private Agreements	1-7

Article 1.3 Definitions

1.3.1	Use of Definitions.	1-7
1.3.2	Rules	1-7
1.3.3	Definitions.	1-8

Chapter 2 **Decision-Making, Administration, and Enforcement Responsibilities**

Article 2.1 General Provisions

2.1.1.	General Provisions.	2-1
--------	-----------------------------	-----

Article 2.2 The Office of the Zoning Administrator

2.2.1	Appointment	2-1
2.2.2.	Duties of the Zoning Administrator	2-1

Article 2.3 The Office of the City Engineer

2.3.1	Appointment.	2-2
2.3.2.	Duties of the City Engineer	2-2

Table of Contents

Section	Page
Article 2.4 The Plat Officer	
2.4.1 Establishment	2-3
2.4.2 Appointment and Term of Office	2-3
2.4.3 Duties of the Plat Officer	2-3
Article 2.5 The Plan Commission	
2.5.1 Creation	2-4
2.5.2 Appointment and Terms	2-4
2.5.3 Officers	2-4
2.5.4 Vacancies	2-4
2.5.5 Jurisdiction	2-4
2.5.6 Meetings and Rules	2-5
2.5.7 Quorum	2-5
Article 2.6 The Mayor and City Council	
2.6.1 Authority	2-5
Article 2.7 Zoning Board of Appeals	
2.7.1 Creation	2-6
2.7.2 Appointment and Terms	2-6
2.7.3 Officers	2-6
2.7.4 Vacancies	2-6
2.7.5 Jurisdiction and Authority	2-6
2.7.6 Meetings and Rules	2-6
2.7.7 Quorum	2-6
Article 2.8 Enforcement	
2.8.1 Complaints Regarding Violations	2-7
2.8.2 Persons Liable	2-7
2.8.3 Procedures Upon Discovery of Violations	2-7
2.8.4 Penalties and Remedies for Violations	2-7
Chapter 3	
<u>Non-Conforming Lots, Buildings, Structures and Uses</u>	
Article 3.1 Purpose	
3.1 Purpose	3-1
Article 3.2 General Provisions	
3.2.1 Authority to Continue Non-Conforming Buildings, Lots, Structures and Uses	3-1
3.2.2 Enlargement or Expansion of Non-Conforming Buildings, Lots, Structures and Uses	3-1
3.2.3 Maintenance and Repair of Non-Conforming Buildings, Lots, Structures and Uses	3-2
3.2.4 Accessory Uses	3-2
3.2.5 Previous Non-Conforming Buildings, Lots, Structures and Uses	3-2
Article 3.3 Additional Regulations, Standards and Criteria	
3.3.1 Non-Conforming Lots	3-2
3.3.2 Non-Conforming Buildings and Structures	3-3
3.3.3 Non-Conforming Uses	3-3
Article 3.4 Exempt Buildings, Structures, Uses and Lots	
3.4.1 Exempt Buildings, Structures, Uses and Lots	3-4
Article 3.5 Eliminating Non-Conforming Buildings, Structures and Uses	
3.5.1 Procedures	3-5
3.5.2 Elimination of Non-Conforming Buildings and Structures	3-5
3.5.3 Elimination of Non-Conforming Uses of Land	3-5

Table of Contents

Section	Page
Chapter 4	
<u>Development Review Procedures</u>	
Article 4.1 General Provisions	
4.1.1	Purpose. 4-1
4.1.2	Fees 4-1
4.1.3	Reimbursement for Staff Review Time 4-1
4.1.4	Zoning Certificates. 4-2
Article 4.2 Site Plan Review	
4.2.1	Site Plan Review 4-5
4.2.2	Application Requirements for Site Plan Review. 4-5
4.2.3	Site Plan Review Procedures. 4-6
4.2.4	Standards for Site Plan Review. 4-7
Article 4.3 Special Uses	
4.3.1	Purpose. 4-8
4.3.2	Authorized Special Uses 4-8
4.3.3	Standards 4-8
4.3.4	Additional Standards and Criteria 4-9
4.3.5	Conditions 4-19
4.3.6	Procedures. 4-19
4.3.7	Effect of Denial of a Special Use. 4-20
4.3.8	Termination of Special Use Permit 4-20
Article 4.4 Planned Developments	
4.4.1	Purpose. 4-20
4.4.2	Objectives 4-20
4.4.3	Modification of District Regulations. 4-22
4.4.4	General Standards and Criteria for Planned Developments 4-23
4.4.5	Application Procedures 4-24
4.4.6	Administration of Planned Developments. 4-28
Article 4.5 Subdivision Plats and Procedures	
4.5.1	Subdivision Plats and Procedures 4-29
4.5.2	Major and Minor Subdivisions 4-30
4.5.3	The Concept Plan 4-30
4.5.4	The Preliminary Subdivision Plat or Development Plan. 4-32
4.5.5	Engineering Approval 4-38
4.5.6	The Final Subdivision Plat or Development Plan 4-38
Article 4.6 Variations and Appeals	
4.6.1	Variations. 4-48
4.6.2.	Appeals 4-51
Article 4.7 Public Improvement Guarantees and Acceptance Procedures	
4.7.1	Purpose and Intent 4-52
4.7.2	Guarantee Amount 4-52
4.7.3	Security Methods 4-52
4.7.3.1	Public Improvements Completion Agreement. 4-53
4.7.4	Insufficient Fund Balance 4-53
4.7.5	Default. 4-53
4.7.6	Procedures for Reducing Amount of Guarantee 4-54
4.7.7	Inspection and Certification of Improvements. 4-54
4.7.8	Maintenance, Damage and Nuisance Guarantee. 4-55
4.7.9	Custodian of Guarantees. 4-55
4.7.10	Acceptance of Public Improvements. 4-55
4.7.11	Acceptance Procedures 4-55

Table of Contents

Section	Page
Article 4.8 Changes and Amendments to This Title	
4.8.1	General Requirements for Changes and Amendments 4-58
4.8.2	Additional Standards and Criteria for Amending the City Comprehensive Plan 4-58
4.8.3	Additional Standards and Criteria for Amending the Unified Development Ordinance. 4-60

Chapter 5 **Use Districts**

Article 5.1 Use Districts	
5.1.1	Establishment of Districts 5-1
Article 5.2 Conditions of Use	
5.2.1	Conditions of Use. 5-3
Article 5.3 Permitted Uses	
5.3.1	Table of Permitted Uses. 5-12
Article 5.4 Performance Standards	
5.4.1	Purpose. 5-22
5.4.2	Hazardous Substances 5-22
5.4.3	Fire and Explosion Hazards. 5-24
5.4.4	Smoke and Particulate Matter 5-25
5.4.5	Odors. 5-25
5.4.6	Radiation Hazards 5-25
5.4.7	Vibration. 5-25
5.4.8	Glare and Heat 5-26
5.4.9	Electromagnetic Interference 5-26
5.4.10	Sources of Illumination 5-26
5.4.11	Industrial Wastewater Disposal 5-27
5.4.12	Storm Water Disposal 5-27
5.4.13	Noise 5-27
5.4.14	Certification of Compliance. 5-28
5.4.15	Enforcement 5-28
5.4.16	Violations 5-28

Chapter 6 **Land Use and Development Standards**

Article 6.1 General Provisions	
6.1.1	New Structures 6-1
6.1.2	New Uses of Old Structures. 6-1
6.1.3	Remodeling. 6-1
6.1.4	Uses of Open Land 6-1
6.1.5	Uses Permitted in All Districts 6-1
6.1.6	Public Sewer and Water Facilities Required 6-1
6.1.7	Permitted Uses 6-2
6.1.8	Special Uses 6-2
6.1.9	Lot Size Requirements 6-2
6.1.10	Bulk Regulations 6-2
6.1.11	Off-Street Parking and Loading 6-2
6.1.12	Number of Structures and Uses on a Zoning Lot 6-3
6.1.13	Yard Requirements for Open Land. 6-3
6.1.14	Restrictions on Allocation and Distribution of Required Yards and Open Space 6-3
6.1.15	Use Limitations 6-3
6.1.16	Flag Lots 6-3

Table of Contents

Section	Page
Article 6.2 Accessory Structures or Uses	
6.2.1	Accessory Structures or Uses 6-5
Article 6.3 Temporary Structures and Uses	
6.3.1	Temporary Structures and Uses 6-13
Article 6.4 Home-Based Businesses	
6.4.1	Purpose 6-15
6.4.2	Performance Standards 6-15
Article 6.5 Lot Development Standards	
6.5.1	Purpose 6-17
6.5.2	General 6-17
6.5.2.1	Platted Residential Lots Existing Before June 24, 1996 6-17
6.5.2.2	Residential Lots Platted Between June 24, 1996 and May 1, 2005 6-19
6.5.2.3	Residential Lots Platted After May 1, 2005 6-22
6.5.2.4	C-1, Neighborhood Business 6-27
6.5.2.5	C-2 Central Business District 6-28
6.5.2.6	C-3 Highway Business 6-29
6.5.2.7	C-4, Mixed Use – Commercial 6-30
6.5.2.8	M-1, Light Manufacturing; M-2 Heavy Manufacturing 6-31
6.5.2.9	ORI, Office, Research and Light Industrial 6-32
6.5.2.10	Table of Minimum Yard Areas and Setbacks 6-33
Article 6.6 Landscaping and Tree Preservation	
6.6.1	Purpose 6-35
6.6.2	Landscaping and Screening Regulations 6-35
6.6.3	Street Landscaping Standards and Specifications 6-43
Article 6.7 Off-Street Parking and Loading	
6.7.1	Purpose. 6-47
6.7.2	Scope 6-47
6.7.3	General Off-Street Parking and Loading Standards 6-48
6.7.4	Additional Off-Street Parking Standards and Requirements 6-51
6.7.5	Schedule of Required Parking 6-55
6.7.6	Additional Off-Street Loading Regulations 6-61
6.7.7	Schedule of Loading Regulations 6-62
Article 6.8 Signs	
6.8.1	Purpose 6-65
6.8.2	Scope 6-65
6.8.3	Definitions 6-65
6.8.4	Prohibited Signs 6-67
6.8.5	General Provisions 6-69
6.8.6	Exempted Signs 6-71
6.8.7	Classifications of Signs 6-74
6.8.8	Permitted Signs 6-77
6.8.9	Table of Sign Requirements. 6-85
6.8.10	Special Signs 6-87
6.8.11	Special Use. 6-89
6.8.12	Non-Conforming Signs 6-89
6.8.13	Sign Permits 6-90
Article 6.9 Flood Control Regulations	
6.9.1	Purpose 6-93
6.9.2	Definitions 6-93
6.9.3	Base Flood Elevation 6-96
6.9.4	Duties of the City Engineer 6-97
6.9.5	Development Permit 6-98
6.9.6	Preventing Increased Damages 6-98

Table of Contents

Section	Page
6.9.7	Protected Buildings 6-106
6.9.8	Subdivision Requirements 6-109
6.9.9	Public Health and Other Standards 6-110
6.9.10	Carrying Capacity and Notification 6-110
6.9.11	Variances 6-110
6.9.12	Disclaimer of Liability 6-111
6.9.13	Penalty 6-111
6.9.14	Abrogation and Greater Restrictions 6-112
6.9.15	Severability 6-112
 Article 6.10 General Design Standards	
6.10.1	Purpose and Intent 6-113
6.10.2	Product Substitution 6-113
6.10.3	General Design Criteria 6-113
 Article 6.11 Park, School, and Library Contributions	
6.11.1	Purpose 6-121
6.11.2	Park Contributions 6-121
6.11.3	School Contributions 6-121
6.11.4	Library Impact Fee 6-121
 Article 6.12 General Subdivision Regulations	
6.12.1	Storm Water Management Facilities Design and Requirements 6-123
6.12.2	Sanitary Sewer Collection System Design and Requirements. 6-127
6.12.3	Water Distribution System Design and Requirements 6-129
6.12.4	Street Design and Requirements 6-132
 Appendix “A” - Table of Amendments	
	1 of 2