



VILLAGE OF SCHAUMBURG

**Community Development Department
TEARDOWN & REPLACEMENT SUPPLEMENTAL INFORMATION**

101 Schaumburg Court, Schaumburg, IL 60193-1899

(Phone) 847.923.4430 (Fax) 847.923.4474

The following instructions are presented to help you in preparing your application in the most complete form possible for presentation at a public hearing before the Plan Commission. Failure to supply the required information or consult with the Community Development Department may result in unnecessary delays.

The applicant should consult the Village Zoning Ordinance to insure conformity with intent and compliance with all regulatory requirements. This can be found on the Village's website www.villageofschaumburg.org. Questions regarding these documents or any requirements contained therein should be directed to the Community Development Department.

The plan review process involves a multi-phase procedure which first requires preliminary Community Development Department review, Village-wide review, a public hearing before the Plan Commission for their review and recommendation, and ultimately a decision by the Village Board. The process can be anticipated to require approximately six to eight weeks from the time of Plan Commission submittal to the Village Board adoption of the ordinance authorizing the requested action. Procedurally, the review process involves the following:

1. Pre-application Meeting

It is highly recommended that the applicant schedule a meeting with the Community Development Department and other appropriate Village Staff to discuss the feasibility of the proposal and familiarize himself/herself with Village requirements and procedures.

For Teardown/Replacement Only:

1a. Preliminary Submittal

See attached checklist for submission requirements.

1b. Preliminary Review (Project Review Group)

Community Development Department Staff will schedule a meeting with the applicant to review any comments and requested changes. Any requested changes must be illustrated on revised plans for the Plan Commission submittal.

2. Submittal of Application for Plan Commission

See attached checklist for submission requirements.

3. Staff Review

Upon receipt of the application, the proposal will be reviewed by the Community Development Department and other Village departmental staff. After completing review, Staff will then prepare a written report summarizing its comments to the applicant and the Plan Commission for their review.

4. Plan Commission Action

At a scheduled public hearing, the Plan Commission will conduct a public review of the application. All persons desiring to express an opinion regarding the application will be given an opportunity to be heard. Upon the conclusion of its review, the Plan Commission, upon majority vote of its entire membership, will submit a

written recommendation to the Village Board to grant, deny, wholly or in part, or modify the application. The Plan Commission may require such special conditions in the approval of the application as it deems necessary to insure conformity with the intent of all established Village policies and ordinances.

5. Village Board Action

All applications for development review must be reviewed by the Village Board.

Upon receipt of the recommendation from the Plan Commission, the Village Board, upon the majority vote of its entire membership, will then grant, deny, wholly or in part, or modify the application as it determines appropriate. The Village Board may require such special conditions in the approval of the application as it may deem necessary to insure conformity with the intent of all established Village policies and ordinances. An *Acknowledgement of Terms and Conditions of Proposed Ordinance* will be prepared and forwarded to the owner of the subject property for review and execution, signifying acceptance of the terms and conditions. The Community Development Department will then prepare an enabling ordinance authorizing the development plan, including any special conditions as deemed necessary. Said ordinance(s) will then be forwarded to the Village Board who, acting upon the majority vote of its entire membership, may adopt the ordinance authorizing the development plan. After the enabling ordinance has been adopted by the Village Board, a copy of the signed ordinance will be sent to the applicant.

For cases requiring only a hearing before the Village Board, the Project Review Group will prepare a report describing the development plan; including any special conditions as deemed necessary. Upon receipt of the recommendation from the Project Review Group, the Village Board will then grant, deny, wholly or in part, or modify the application as it determines appropriate. The Village Board may require such special conditions in the approval of the application as it may deem necessary to ensure conformity with the intent of all established Village policies and ordinances. Said ordinance(s) will be considered by the Village Board who, acting upon the majority vote of its entire membership, may adopt the ordinance authorizing the development plan. After the enabling ordinance has been adopted by the Village Board, a copy of the signed ordinance will be sent to the Applicant.

6. Permits

You may now apply to the Engineering and Building Divisions for the necessary permits. Please note, the Engineering and Building Divisions will *not* release the new construction permit until after the Village Board has made a final decision. If any changes are requested by Village Board or Community Development Department staff, the applicant will need to submit revised drawings to the Engineering and Building Divisions for permits.

Please note: The recommendations and technical assistance provided by Village Staff during the course of the review process is purely advisory in nature. The authority to approve or deny an application lies solely with the Village Board.



NOTIFICATION PROCEDURES

The Village of Schaumburg Zoning Ordinance specifies certain notification procedures for applications where a teardown and replacement plan review is required. Specifically, such procedures include:

1. Publication of a legal notice in a newspaper of general circulation in the Village;
2. Notification of all property owners within 150 feet of the perimeter boundaries of the subject property;
3. Posting of a sign on the subject property.

1. NEWSPAPER LEGAL NOTICE:

The Schaumburg Community Development Department will publish a legal notice in a newspaper of general circulation in the Village not more than 30 days nor less than 15 days prior to the scheduled Plan Commission public hearing. The secretary to the Plan Commission will prepare and file the legal notice with the newspaper from the information contained in the application. Thus, the applicant should be sure the application has been accurately completed when submitted to the Community Development Department. A faulty legal notice will invalidate the hearing and necessitate its rescheduling at a later date.

2. WRITTEN NOTIFICATION TO SURROUNDING PROPERTY OWNERS:

An applicant requesting approval of a teardown and replacement plan **must provide written notification by certified mail, return receipt requested** to all property owners located within 150 feet of the subject property, as measured from the exterior edges of the property. Only property owners of record must be notified, including homeowner's associations when common property falls within the required 150 foot limit. This also includes all property owners within a multiple-family development falling within the required 150 foot limit. **THE COMMUNITY DEVELOPMENT DEPARTMENT WILL PROVIDE THE APPLICANT WITH A COMPLETED WRITTEN NOTIFICATION LETTER WHICH MUST BE SIGNED AND MAILED AS DESCRIBED HEREIN.**

Written notification of the scheduled public hearing must be sent not more than 30 days nor less than 15 days prior to the Plan Commission public hearing. One copy of the notice must be filed with the Community Development Department. All return receipts (either green cards or copies of electronic receipts) as well as a list of the property owners receiving notification must be submitted to the Community Development Department no later than **5:00 p.m. on the Friday** prior to the scheduled public hearing. Failure to notify surrounding property owners will necessitate rescheduling of the public hearing until a later date. The names and addresses of property owners of record may be obtained from:

Schaumburg Township Assessor's Office
One Illinois Boulevard
Hoffman Estates, Illinois 60194
(847) 884-0030

Palatine Township Assessor's Office
721 S. Quentin Road
Palatine, Illinois 60067
(847) 358-6700

A visit to the township office is the most effective method of obtaining "owners of record." If necessary, the Community Development Department will determine which township the subject property is located in. The applicant should bring the property tax number (found on the Property Tax bill) to the Assessor's office. It is recommended that all of the owners be ascertained from the use of a map, and that the map showing all the properties be taken along to the Assessor's Office.

3. POSTING OF SIGN.

An applicant requesting approval of a Teardown and Replacement Plan **must** post a sign on the subject property informing the general public of the upcoming Plan Commission public hearing. The Community Development Department will provide a sample sign, containing the required wording, to the applicant approximately three weeks prior to the scheduled public hearing.

Public hearing notification signs must be posted not less than 15 days prior to the scheduled public hearing. One public hearing notification sign shall be posted on the subject property at a location oriented to and readable from the nearest adjacent roadway; however, where a parcel abuts 2 or more roadways, additional signs, 1 oriented to and readable from each abutting roadway, are required. Such signs must be constructed of materials (wood) which will withstand existing area weather. Said signs shall have a white surface measuring 4 foot by 4 foot with black lettering a minimum of 3 inches in height.

Said sign(s) can be removed following the last scheduled Plan Commission public hearing. The date of the hearing must be changed to reflect any additional hearing dates if the case or project requires 2 or more public hearings before the Plan Commission. Policing of the public hearing notification sign(s) is the responsibility of the applicant. Signs removed or destroyed for whatever reason, including those removed or destroyed by acts of vandalism or inclement weather conditions, during the required period of posting must be replaced by the applicant within 48 hours of their removal or destruction.

All costs associated with public hearing notification signs are to be borne by the applicant.

**SUBMISSION REQUIREMENTS**

1. Original executed application for Single Family Teardown and Replacement Plan
2. Applicable zoning fee, payable to the Village of Schaumburg
3. Required Plans (see chart below)
 - a. Floor Plans & Elevations, which should illustrate the following:
 - i. Address of the proposed teardown
 - ii. Scaled dimensions;
 - iii. Proposed exterior building construction material types and all significant architectural features including wall treatment and fenestration;
 - iv. Proposed height from grade to peak; and
 - v. Table Illustrating the FAR and Lot Coverage of the proposed home.
 - b. Plat of Survey/Site Plan, illustrating all existing and proposed conditions. The Plat of Survey/Site Plan should include the following:
 - i. Address of the property;
 - ii. Legal description;
 - iii. Name of the preparer;
 - iv. Date of preparation and any subsequent revisions;
 - v. Scale of one inch to 30 feet or larger;
 - vi. North arrow;
 - vii. Area of the lot;
 - viii. Location and name of all immediately adjacent streets;
 - ix. Boundary lines, dimensions and lot number of the site;
 - x. Location and dimensions of all required building setbacks;
 - xi. Distance between proposed home and adjacent homes;
 - xii. Size, type, and location of all trees on the property and parkway, including parkway trees across the street where hook-ups might occur. Tree fencing shall be illustrated around those trees that will be preserved;
 - xiii. Tree fencing detail;
 - xiv. Location and dimensions of all existing and proposed structures and drives on the site, including utilities. Curbs cuts on the opposite side of the street shall be illustrated, if any utility connections occur there;
 - xv. Location and dimensions of all existing easements on the site, including a statement of their general purpose;
 - xvi. Location and distance from property line of any structures on the immediately adjacent property located next to the proposed home;
 - xvii. Location and dimensions, including distance from property line, of any proposed structures, drives, patios, fences, swimming pools, and other accessory structures;
 - xviii. Location of existing and proposed contours shown on separate drawings; and
 - xix. Top of foundation of proposed home and garage as well as adjacent homes on each side of teardowns.
3. Other information as may be determined necessary by the Community Development Department to complete the evaluation of the application.

UNFOLDED PLANS WILL BE RETURNED TO THE APPLICANT.

Project Type	Number of Copies for PRG Review	Number of Copies for Board Review
<ul style="list-style-type: none"> Single Family Residential Teardown and Replacement 	<ul style="list-style-type: none"> 2 scaled plans – no larger than 24” x 36” 	<ul style="list-style-type: none"> 2 scaled plans – no larger than 24” x 36” 13 reduced plans – no smaller than 11” x 17” One copy of a letter responding to comments from PRG letter

PERMIT SUBMISSION REQUIREMENTS

DEMO PERMIT SUBMISSIONS	NEW CONSTRUCTION PERMIT SUBMISSIONS
1. Asbestos report	1. 2 stamped copies of elevations and floorplans
2. 2 copies of the existing site plan	2. 3 stamped copies of the site plan
3. Site Plan illustrating trees to be preserved and tree fencing.	3. REScheck Approval - www.energycodes.gov
4. Signoff from Nicor	4. Soils Report (prior to pouring the footings)
5. Signoff from ComEd	5. Spotted Survey (prior to framing)
	6. Plumbing Schematics
	7. HVAC Schematics
	8. Electrical Schematics
	9. Light and Vent Schedule

ZONING ORDINANCE

§ 154.52 SINGLE-FAMILY RESIDENTIAL TEAR DOWNS AND REPLACEMENT

(A) Coordination With All Other Codes And Ordinances

- (1) All new houses shall meet the applicable regulations of the Zoning Ordinance, unless the Village Board has approved variations from those development regulations. Variations shall be reviewed in detail and with great care in order to protect the surrounding neighborhood.
- (2) Construction activity shall only occur during regulated working hours and noise levels shall be in conformance with applicable ordinances of the Village of Schaumburg.
- (3) The grading plan shall meet the applicable regulations of the Subdivision and Land Development Ordinance, unless the Village Board has approved variations from those regulations. Variations shall be reviewed in detail and with great care in order to protect the surrounding neighborhood.
- (4) All new homes shall meet the applicable regulations of the Building Code, unless the Village Board has approved variations from those development regulations. Variations shall be reviewed in detail and with great care in order to protect the surrounding neighborhood.

(5) Construction and tree protection fencing shall be installed accordingly to protect the public during construction or demolition of said site and be of a type approved by the Director of Community Development or designee.

(6) The sidewalk located in front of the new house shall be replaced for the entire frontage of the property if it has been damaged during construction or contains any trip hazards or other unsafe conditions, and shall be paid for solely by the developer or contractor. Corner lots shall require replacement of sidewalks along both side that the property has street frontage if damaged during construction or contains any trip hazards or other unsafe conditions.

- (B) Design Guidelines: Neighborhoods which exhibit the greatest potential to experience tear downs were generally built with single-story homes. Where a tear down is two (2) stories or greater, care should be used in the design of the new house in order to coordinate with the surrounding neighborhood. Design features which visually break up the front of the house and deemphasize height should be used. Examples of break up techniques are: one-story front porches; compatible horizontal window placement; compatible roof pitch; and garage door placement and sizing which does not overwhelm the front of the house.
- (C) Tree and Landscape Preservation: All existing trees on the lot which are four (4) caliper inches or more in diameter for deciduous trees and five feet (5') or taller for evergreen trees, shall be identified as part of a tree and landscape preservation plan. Trees located in the public right-of-way shall be preserved, and should changes be proposed to trees within the public parkway, those trees to be removed or relocated shall be made in conformance with section 154.135 of this chapter except when there are underground utility conflicts as referenced in subsection 154.135(B)(3)(b), which may be amended from time to time. All single family residential properties shall provide trees on the lot in accordance with Section 154.136(N) of this chapter which may be amended from time to time.
- (D) Plan Preparation: All applications for demolition permits and building permits for single-family residential teardown and replacements shall be called a Teardown and Replacement Plan. Each Teardown and Replacement Plan shall include:
- (1) A site plan;
 - (2) Architectural plans which meet the design guidelines for all sides of the proposed house;
 - (3) A tree and landscape preservation plan;
 - (4) A grading plan showing proposed grades; and
 - (5) A utility plan showing the existing and proposed water and sewer lines.
- (E) Public Hearing Required: All applications for a tear down and replacement plan shall be reviewed at a public hearing of the plan commission. Notice shall be made in conformance with Section 154.41.

PLAN REVIEW RECORD

These comments shall remain with the stamped drawings.

The plans submitted for review and approval of the address are approved subject to the comments and review records attached to the approved plans being incorporated into the construction documents.

This list is not comprehensive. It is the contractor's responsibility to be aware of and follow all of the Village of Schaumburg's Code Requirements. This list is a typical list, all items may not apply.

Unless otherwise specified section numbers refer to the currently adopted International Residential Code.

1. See Chapter 153 of the Schaumburg Municipal Code for building requirements.
2. All new homes are required to have automatic sprinkler systems. Existing water taps may need to be upgraded due to the increased volume of usage, to be determined during Plan Review.
3. The maximum height of a residential structure in; R-1,R-4,R-6 and R-6C zoning areas shall not exceed **28 feet** in height. The height is taken from the median grade at the front of the structure to the highest roof point.
4. Soils report is required for all new homes prior to pouring the footings.
5. A spotted foundation survey is required prior to the start of framing. (not required for additions unless deemed necessary by the Building Official.)
6. Any bearing removed for: plumbing, electrical, mechanical etc. shall be re-supported per architects design.
7. Cross ventilation is required in all roof areas and shall comply with sec. R806.
8. Tempered safety glass requirements shall comply with sec. R308.
9. Provide draftstopping and firestopping in all soffits, chases, wall and floor penetrations as required by sec. R502.12 and R602.8.
10. Provide truss diagrams and bearing layouts to the Village of Schaumburg for review and approval.
11. Egress requirements shall comply with sec. R310 (emergency escape and rescue openings, 5.7 sq.ft. net clear (grade floor openings shall have a minimum of 5 sq.ft.) min. width 20" min. height 24", window well min. 9 sq.ft. horizontal area, if window well is 44" or more in depth a ladder is required.
12. A landing is required at all exterior doors. Exemption: if less than 3 risers are located on the exterior side of the door a landing is not required. (This exemption does not apply to the required exit door.) sec. R311.4.3
13. Stairs: max. rise 7 3/4", min. run 10" (nosing not included) max. space between guard rail balusters 4", max. space between stair blusters 4 3/8" sec. R311, R312
14. Garage floor shall be pitched 1/8 inch per foot for positive drainage.
15. Rebar required in all foundations: two #4 high, two #4 low continuous in place prior to pour, two #4 shall also be made to encompass all window and door openings.
16. Shim stock used for support beams or columns shall be steel and shall not exceed a combined thickness of 3/4 inch.
17. Waterproof membrane is required in all valleys and from fascia extending up 2 feet past wall line. Sec.R905
18. Insulation baffles /air space required. Sec. R806, Attic access required. Sec. R807
19. The complete mechanical installation shall comply with the 2003 International Mechanical Code. Drawings shall be submitted to the Building Dept. identifying, the size and type of furnace, the size and locations of all supply, return, combustion, bath exhaust and the like duct work.
20. Combustion air requirements shall comply with Chapter 17.
21. Minimum 1" water supply required for all new homes.
22. All waste and vent shall be properly sized.
23. Type K copper required underground type L above.
24. Minimum 4" diameter waste permitted underground.
25. New home sump pits shall discharge into a storm sewer.
26. Minimum size pumps in ejector pits are 2".

27. Mount electrical panel on plywood or leave 1/4" air space behind panel.
28. All receptacles shall be measured on site for 6'-12' code requirements.
29. A light fixture is required within 3' of the electrical panel.
30. Smoke detectors are required on each floor and in each sleeping room and in the vicinity of each sleeping room.
sec. R313
31. Bathroom vent and light shall be switched separately.
32. In ceiling areas where the potential for fan installation exists, fan rated boxes are required.
33. Closets of 6 sq.ft. or more a light is required. Closet light fixtures shall be globe or recessed type.
34. In fire separation walls a minimum of 24" of horizontal separation is required between boxes.
35. A switch is required at each garage door and a light is required for each car bay.
36. A switched GFCI outlet is required at the front and rear of each home.
37. In kitchen, breakfast and dining areas 20 amp rated receptacles are required.
38. For dishwashers a countertop 20 amp rated disconnect is required.

PROPERTY MAINTENANCE

The following is a list of rules and regulations that the contractor shall comply with prior to demolition, during demolition and during construction of the new single family dwelling. Please attach this list to the approved set of plans for issuance of a building permit.

1. **MAINTENANCE OF HOME TO BE DEMOLISHED.** The building must be secured at all times. Doors and windows are to be locked. All exterior features of the home (siding, windows, etc.) are to remain intact.
2. **GRASS AND WEEDS.** Grass and weeds are to be kept below 8 inches at all times. Grass needs to be mowed on a regular basis. This includes prior to demolition of the existing house and thereafter during construction of the new dwelling.
3. **ACCESSORY STRUCTURES.** Any accessory structures (sheds, detached garages, swimming pools) are to be removed.
4. **CHAIN LINK FENCE REQUIRED.** A 6 foot chain link fence shall be installed around the construction site. The fence opening shall be secured to prohibit trespassing, when construction has ended for the day, or over a weekend. No materials or debris shall be stored against the fence.
5. **TREES AND LANDSCAPE.** Landscape fencing around trees that are required to be saved shall be maintained. No storage is allowed inside the landscape screened areas.
6. **STREET ADDRESS NUMBERS POSTED.** Street address numbers shall be posted on the property prior to demolition and during new construction.
7. **BUILDING PERMITS POSTED.** Building permits shall be posted on the property and kept on site. A deposit box shall be designated to receive information from the village official and to post notices on the property.
8. **CONSTRUCTION DEBRIS.** There shall be no wind blown construction debris. Control the dust that may blow onto neighboring properties.
9. **UTILITIES.** All utilities shall be shut off prior to demolition.
10. **SIGNAGE.** Any signs posted on the property must be approved by the village. Sign permits are required for all contractor signs.
11. **PUBLIC STREETS AND SIDEWALKS.** Public streets and sidewalks shall be maintained and kept clean and free of any debris, dirt, and mud. Provide equipment necessary to maintain the site and streets clean when trucks enter and leave. An approved temporary sidewalk shall be maintained for safe passage. Provide necessary safety cones, barricades, and warning signs
12. **GARBAGE AND DEBRIS.** Covered garbage cans or four sided enclosures shall be used when dumpsters are not on site. Sites shall be cleaned and garbage emptied twice a week and each Friday as necessary to maintain the site clean. Tarps to be used to cover and prevent wind blown debris. A separate covered container shall be provided on site for non-construction waste, like lunches/bottles.
13. **NEIGHBORING LOTS.** Adjacent property shall be protected from construction damage. There shall be no construction debris and garbage spilling over onto neighboring lots.
14. **TOILET FACILITIES.** A portable toilet system is required to be on site, kept sanitary, and secured. The location shall be inside the fence and not on the parkway or on the sidewalk.
15. **CONSTRUCTION MATERIAL.** Construction material to be safe and secure. Note general site safety concerning the storage of materials. Scaffolding to be also secure and safe.
16. **CONSTRUCTION VEHICLES.** All vehicles and construction equipment shall be legally parked and streets shall remain accessible to emergency vehicles and traffic. No obstructions with vehicles allowed.
17. **CONSTRUCT EQUIPMENT AND MATERIALS.** Shall be stored and placed so as not to endanger the public, the workers, public right-of-way, or adjoining property for the duration of the construction project. This includes waste materials also.
18. **LIFE SAFETY ISSUES.** Avoid eminent danger to public or workers by eliminating open holes, sharp and dangerous objects or projections.
19. **THERMOSTATS.** Thermostats containing mercury shall be removed and properly disposed of prior to demolition.

20. CONSTRUCTION HOURS. Construction hours are from 7:00 a.m. to 9:00 p.m., Mondays through Saturdays, and 8:00 a.m. to 6:00 p.m. on Sundays.
21. WATER METER. The water meter and any equipment connected to it shall be removed by the Village.

ENGINEERING COMMENTS

The plans submitted for review and approval of the address are approved subject to the comments and review records attached to the approved plans being incorporated into the construction documents.

GENERAL:

1. The applicant must obtain a Miscellaneous Land Development Permit from the Community Development Department prior to commencing work, and pay the associated permit fee of \$300.
2. Prior to issuance of a Miscellaneous Land Development Permit, the applicant shall submit a \$10,000 Letter of Credit/Subdivision Bond/Cash security to cover any damages to sidewalk, curb, pavement, or Village utilities. This security is also required to ensure the proper installation and maintenance of silt fence and tree protection fence, completion of final grading and sodding of the lot, and submittal of the as-built grading plan.
3. The site plan must be signed and sealed by Professional Engineer licensed in the State of Illinois.
4. An as-built grading plan must be submitted to the Village of Schaumburg Community Development Department for review and approval.
5. Property irons are to be flagged or re-established at all property corners.
6. Natural drainage shall not be blocked or directed onto neighboring properties.

EROSION CONTROL:

7. Silt fence shall be placed around the perimeter of the property and proper controls shall be installed at the nearest storm structure, which might include, but not be limited to, the placement of filter fabric in the structure.

LOT GRADING:

8. The proposed lot grading shall meet the Village's "Lot Grading Guidelines" to the maximum extent practicable.
9. The proposed grades utilized should be the minimum allowed (i.e. use 2.0% for the driveway slope and lower the garage floor and top of foundation elevations accordingly).
10. Fine grade the entire lot per the approved grading plan. The lot must be graded within +/- 0.1ft of the approved grading plan.
11. Lot grading should be inspected and approved by a Village Engineering Inspector prior to the placement of sod.

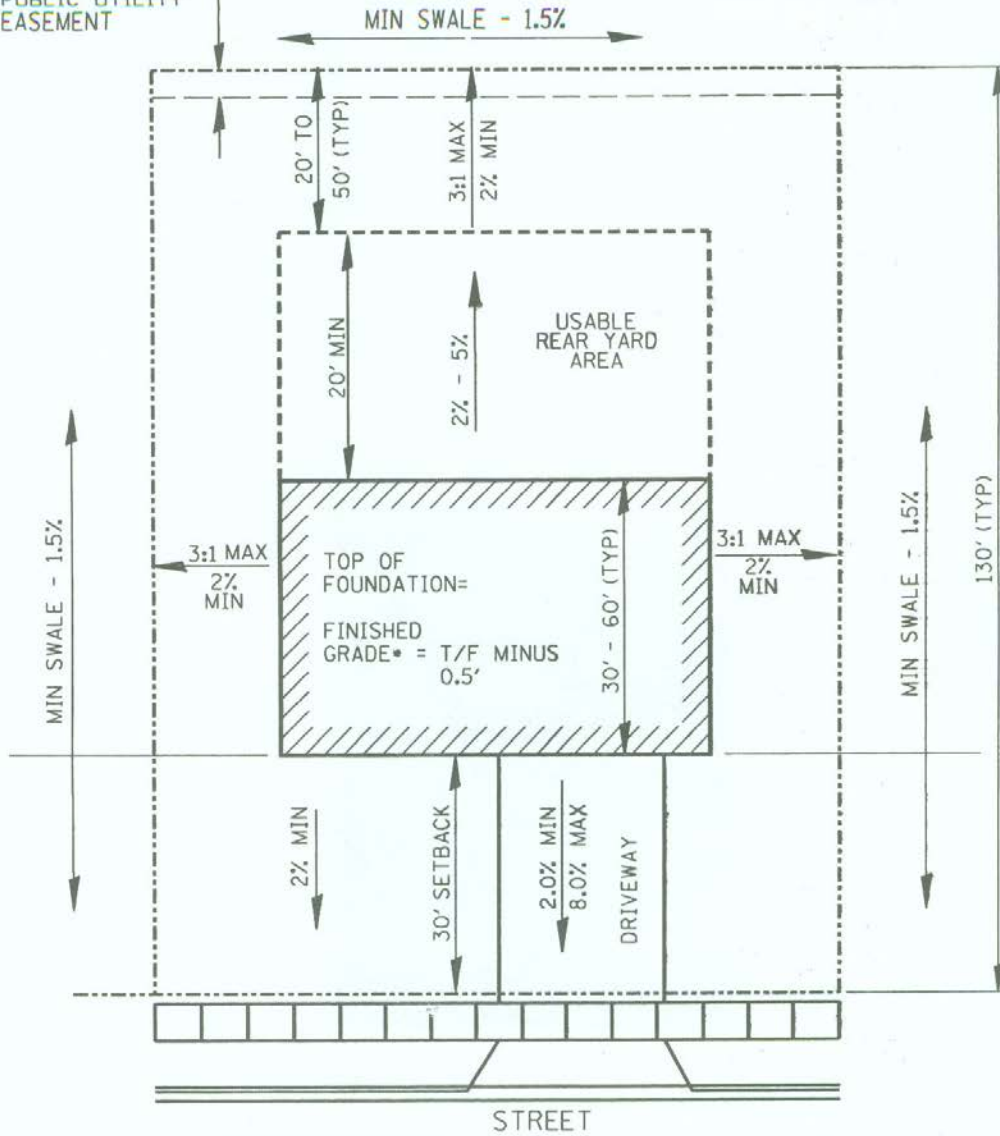
WATER SERVICE:

12. A new service line from the nearest water-main shall be installed complete with B-Box and other required accessories. The water service and B-Box shall be located at the center of the lot unless the exact service entrance is shown on the plans (§151.11). The line of the service pipe shall be approximately at right angles to the main and the stop cock shall be located directly opposite the tap in the main (§156.105). The B-Box shall be located at the right-of-way line (property line), and under no circumstances shall the B-Box be located within paved areas (§151.11).
13. The Village of Schaumburg water purveyor requires a dual, separate domestic and sprinkler feed into the building.
14. The existing water service shall be abandoned by: turning the service off at the corporation stop; cutting and crimping the end of the copper tubing to disconnect it from the water-main; and removing the B-Box.

PUBLIC IMPROVEMENTS:

15. Public improvements (including sidewalk, curb, gutter, driveway aprons, roadway, and utility lines) shall not be damaged by this work. Damaged public improvements shall be repaired or removed and replaced by the developer as directed by the Village Engineering Inspector, at the cost of developer.

5' TO 10' (TYP)
PUBLIC UTILITY
EASEMENT



* POSITIVE DRAINAGE IS TO BE PROVIDED AWAY FROM THE BUILDING. IF TREES ARE DESIGNATED TO BE SAVED ON THE LOT, THEN TREE WELLS, RETAINING WALLS OR OTHER APPROVED MEASURES SHOULD BE USED TO PROTECT TREES AND REDUCE GRADES TO THE MINIMUM.

** IF BUILDING IS MULTI-LEVEL SHOW PROPOSED TOP OF FOUNDATION AND FINISHED GRADE AT ALL LEVELS.

*** FOR INFILL LOTS IN THE VILLAGE, THE PROPOSED GRADES UTILIZED BASED ON THESE GUIDELINES SHOULD BE THE MINIMUM GRADES ALLOWED.

LOT GRADING GUIDELINES

REVISED 11-27-00
V.C.W.

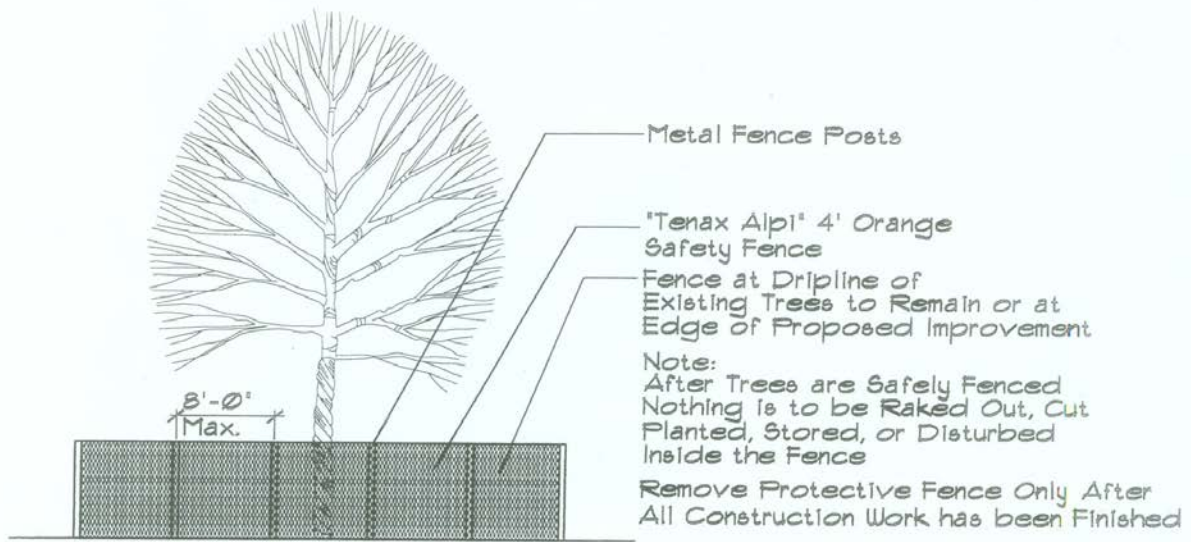
TREE PRESERVATION

The Single-Family Teardown and Replacement Plan ordinance encourages the preservation of existing trees. Although the Village understands that it may be difficult to preserve existing trees on the property, there are specific regulations in place to ensure that trees are installed/preserved to maintain the character of the neighborhood as well as add value to the single-family detached lots. Below is a table of the number of trees required based on the size of the lot:

Lot Size	Trees Required
20,000 sq. ft. and above	4
10,000 sq. ft. – 19,999 sq. ft.	3
8,500 sq. ft. – 9,999 sq. ft.	2
Up to 8,500 sq. ft.	2

If existing trees are preserved on the site, they can be counted as a credit toward the tree requirement, provided they are in good condition. Ash trees are not permitted.

Additionally, tree preservation fencing is required around all trees that are to be preserved. This includes any existing trees on the subject property, any parkway trees in front of the subject property, and any parkway trees across the street where utility connections may occur. A detail of the tree preservation fencing is to be included on the Plat of Survey. A sample detail of the tree preservation fencing is below for your reference.



1

Protective Tree Barrier

TreeBarrier
 N.T.S.

FLOOR AREA RATIO & LOT COVERAGE

The Village has the following definitions for Floor Area Ratio (FAR) and Lot Coverage:

Floor Area, Gross (for determining single-family detached residential Floor Area Ratio). The sum of the net horizontal floor area of the several floors of the dwelling unit, including attached/detached garages, as measured from the exterior faces of the exterior walls. The net floor area (NFA) of a single-family detached home shall not include:

- (a) Attic space
- (b) Basements; and
- (c) Accessory Structures (with the exception of detached garages).

Lot Coverage. The area or portion of a lot occupied by buildings.

FAR Credits

To qualify for FAR credits, the new home must provide the following architectural features on the front of the home.

Category Of Features That Minimize Bulk/Mass	Conditions	FAR Credit*
Varying building materials	Varying building materials must cover 1/3 of the home	1%
Varying rooflines and pitches, sloping roofline		1%
Exterior trim details (such as a tudor home), separate garage doors		1%
Gradual decrease in height to adjacent homes		2%
Unenclosed front porch	Porch must be covered by a roof and measure a minimum of 50 square feet	2.5% Additional 0.5% for posts and balusters
Side load or rear load garage		2%
Second story setback, multiple front and back progressions	Second story setback must be at least 5'	1%
Bay window		1%
Wide casing around windows, other window detail (rowlock, soldier course, keystones, etc.)		2%
Front entrance feature other than unenclosed front porch (such as porticos, recessed entryways or 2 story entryways)		1%
Horizontal trim/eave to break up the first and second stories	Trim must cover 70% of the front house	1%
Lower level (not including basement)	Must be more than 50% below ground level	2%

*Only one credit shall be permitted for each category of features.

FAR Calculations

- Any outbuildings (sheds, detached garages, etc.) are included in lot coverage.
- Garages (both attached and detached) and attic space with headroom of seven feet, six inches or greater is included in FAR.
- Two-level spaces (i.e. first story room with vaulted ceiling, stairwell, 2-story foyer, etc.) shall only be counted in the first floor calculation of FAR.
- An FAR & Lot Coverage calculation table must be included on the Floorplans & Elevations submitted to the Village. The table below indicates a sample of an FAR and Lot Coverage calculation. The table does not need to match exactly, but the categories of lot size, 1st floor excluding garage, 2nd floor, garage, and area to be excluded, should be broken out as separate line items. Additionally, the table must correspond with the dimensions indicated on the submitted plans. If the figures do not correspond, then new plans must be submitted.

Lot Size	a
1 st Floor Square Footage excl. Garage	b
2 nd Floor Square Footage	c
Garage	d
Area to be Excluded (foyers, stairwells, etc)	e
Square footage of any outbuildings	f
Total Floor Area (in square feet)	$(b + c + d) - e = g$
Floor Area Ratio (as a percentage)	$(g/a) \times 100 = h\%$
Lot Coverage (in square feet)	$(b + d + f) = i$
Lot Coverage (as a percentage)	$(i/a) \times 100 = j\%$