

Village of Carol Stream

SPECIAL WORKSHOP MEETING

**MONDAY, FEBRUARY 8, 2021
6:00 P.M.**

HYBRID MEETING – IN PERSON AND ZOOM

**GREGORY J. BIELAWSKI MUNICIPAL CENTER
500 N. GARY AVENUE
CAROL STREAM, ILLINOIS 60188**

BOARD ROOM

AGENDA

1. CALL TO ORDER
2. ATTENDANCE
3. UNIFIED DEVELOPMENT ORDINANCE WORKSHOP
4. OTHER BUSINESS
5. ADJOURNMENT

Village of Carol Stream

Interdepartmental Memo

TO: Mayor Saverino and Board of Trustees

FROM: Tom Farace, Planning & Economic Development Manager *TF*

THROUGH: Donald T. Bastian, Community Development Director *DB*

DATE: February 4, 2021

RE: **Village Board Workshop Meeting – February 8, 2021**
Unified Development Ordinance Project

Purpose

This memorandum is intended to transmit the attached Unified Development Ordinance (UDO) Structure and Content Summary and PowerPoint Presentation to the Village Board, in preparation for the UDO Project Workshop on Monday, February 8. Village staff and the UDO project consultant, Houseal Lavigne Associates, will present the significant updates and changes proposed within the UDO. We look forward to questions and feedback from the Village Board.

Project Background

The 2016 Comprehensive Plan recommends that the Village update and reorganize its development codes and regulations, which have not been comprehensively updated in decades, within a Unified Development Ordinance. Work on the UDO began in early 2019 following our successful grant application to the Chicago Metropolitan Agency for Planning (CMAP), which provided funding for most of the project. We have worked closely with Houseal Lavigne Associates (HLA), a community planning, urban design, and economic development consultant, on the project.

- **What is a UDO?** A UDO combines the Zoning, Subdivision, Sign and Fence Codes into a single, user-friendly document that can be understood by all users, including residents, business owners, developers, staff, and elected and appointed officials.
- **How is a UDO different than a traditional development code?** A UDO integrates graphics, illustrations, and tables to clarify regulations and standards, allowing for fair and consistent application. A UDO will help streamline the development review process, encouraging development, redevelopment, and innovative approaches to land use regulation.
- **Will there be code changes? How about zoning map changes?** Yes. The UDO streamlines processes and updates regulations to align with goals and objectives of the Comprehensive Plan. A small number of properties (approximately 200) are proposed to be rezoned to better reflect corridors and neighborhoods within the Village, but the draft regulations were intentionally crafted so as to maintain established uses and development allowances for all properties.
- **Has there been public input on the UDO process?** Yes. A summary of public workshops held by the Plan Commission, which has served as the UDO Steering Committee, is provided on the following page. Information on the UDO project has also been posted on the Village website and social media to let the public know about each step of the project, and e-blasts have been sent out prior to each public workshop to gain input from members of community. Feedback received from the public, while limited, has been incorporated into the draft UDO.

- Public Workshops/Introductory Session with PC/ZBA: Workshops were held in April 2019 with the business and residential property representatives to provide an overview of the UDO process, and to seek input on challenges and issues with current codes and regulations. A separate workshop was held with the PC/ZBA to provide an overview of the UDO project.
- Preliminary Recommendations Workshop: HLA completed a preliminary assessment of the Village's Zoning, Subdivision, Sign, and Fence Codes and presented their recommendations to the PC/ZBA in June 2019. Recommendations included repurposing the B-1 District to establish a unique zoning district for the Town Center area; regulations to require a uniform fence design/material for properties backing to major roadways; revised regulations for outdoor storage in the Industrial District; establishment of Village-wide landscape regulations; modernized sign code standards; and development of an engineering design standards manual.
- Draft District Standards Workshop: HLA drafted the Zoning District specific standards section of the UDO, including updates to bulk and dimensional standards, and the permitted and special use table, and presented them to the PC/ZBA at an August 2019 workshop.
- Updated Draft District Standards and Zoning Map Workshop: HLA completed an update to the draft District Standards based on feedback from the August 2019 workshop. In addition, an updated zoning map was prepared, which highlighted the newly positioned B-1 Town Center District and newly created E Employment District (later revised to the proposed O-S Office-Service District), among other proposed zoning map amendments. The District Standards and zoning map were reviewed at a November 2019 workshop with the PC/ZBA.
- Draft Use Specific, Development, and Sign Standards Workshop: HLA completed a draft of the next three sections of the UDO: Use Specific Standards (which provide regulations on uses including but not limited to day care centers, facilities with drive-through lanes, and facilities with outdoor storage); Development Standards (which provide updated parking, landscaping, fencing, and other general performance standards); and Sign Standards. These sections were reviewed at a workshop with the PC/ZBA in December 2019.
- Draft PUD, Administration/Enforcement, Subdivision, and Non-Conforming Standards Workshop: After a brief hiatus due to the pandemic, HLA completed a draft of the four final sections of the UDO: Planned Unit Developments (PUDs); Administration and Enforcement Standards (which provide regulations for administrative reviews, site plan reviews, specific use permits, updated criteria for special use and variation requests, and enforcement procedures); Subdivision Standards; and regulations for Nonconforming lots, buildings, structures, and uses. These sections were reviewed at a November 2020 PC/ZBA workshop.

Recommendation

Staff welcomes discussion and feedback from the Village Board. Further revisions may be made to the draft UDO as the project moves into the final review and adoption stages. Subject to revisions suggested by the Village Board, we should be in position to schedule a public hearing before the PC/ZBA in March or April for the proposed UDO text and zoning map amendments.

ec: Plan Commission/Zoning Board of Appeals

Unified Development Ordinance Structure and Content Summary

The UDO will be organized within the following 10 articles:

Article 1 (General Provisions)

- *General Framework.* Article 1 provides the general framework for the UDO, and provides general purpose and intent statements for the Code.

Article 2 (Definitions)

- *All-inclusive List of Definitions.* All definitions (zoning, subdivision, sign, and fence) are grouped into a single section of the UDO, with updated and modern definitions and terminology utilized. Outdated terms and uses like *haberdasheries* have been removed, and new terms and uses including *breweries, outlot retail building, parking pad, and manufacturing (light and heavy)* are provided.

Article 3 (District Specific Standards)

- *Realignment of Residential Zoning Districts.* Several zoning districts will be realigned and renamed. For example, the R-1, R-2, and R-3 Districts are all currently named "One-Family Residence District." The UDO proposes to rename each District to better reflect their structure and development characteristics. In addition, the R-1 District is proposed to become the zoning district for properties containing community facilities, including schools, parks, library, fire, municipal and most religious-use properties.
- *Bulk Standard Modifications.* Along with renumbering and renaming the residential zoning districts, bulk and dimensional standards have been modified, including updates to minimum lot sizes, lot widths and certain building setbacks. HLA conducted an analysis of all residentially zoned properties in the Village utilizing our Geographic Information Systems (GIS) mapping data, along with parcel history for residential subdivisions and neighborhoods. As the Village Board is aware, most residential subdivisions were approved as Planned Unit Developments (PUDs). PUDs allow for some flexibility with zoning requirements to accommodate a creatively laid-out neighborhood, but it appears that often throughout the Village's history, PUDs were solely approved to accommodate smaller lots and a greater number of units within a residential neighborhood. Almost 94% of all residential lots currently zoned R-2 do not meet the current minimum lot size requirement of 15,000 square feet of the R-2 District, and over 67% of all residential lots currently zoned R-3 do not meet the current minimum lot size requirement of 10,000 square feet of the R-3 District. Based on the analysis of lot size breakdowns, HLA recommends reducing the minimum lot size of the new R-2 District to 10,000 square feet, and 7,500 square feet for the new R-3 District, so that the new code standard better reflects the area of existing developed lots.
- *B-1 District – Repurpose as the Town Center District.* It is proposed to repurpose the B-1 District and rezone properties within the Town Center area to the new B-1 District.
- *B-2 and B-3 Districts – Neighborhood and General Business Districts.* The B-2 (General Retail) District is proposed to be renamed to the Neighborhood Business District, and will apply to commercial properties near residential areas. The B-3 (Service) District is proposed to be renamed to the General Business District, and will apply to commercial properties along major corridors, such as Army Trail Road, County Farm Road, Gary Avenue, North Avenue and

Schmale Road. Certain commercial properties will need to be rezoned to adapt to these renamed and repositioned commercial districts.

- *Office and Service District – Consolidation of the B-4 and R&D Districts.* A new zoning district, the O-S (Office and Service) District, is proposed as a combination of the current B-4 (Office, Research, and Institutional Building) District and the R&D (Research and Development) District. The purpose of the O-S District is to provide and preserve areas for a wide range of employment-generating uses including research and development, office-flex, and large employment facilities, and will also accommodate limited commercial uses as a means to support daily needs for employees within the district. It should be noted that certain dimensional standards in the newly created O-S District, as well as the business districts, are proposed to be modified to better align with suburban development patterns. In all, approximately 200 properties (about 2%) in the Village are proposed to be rezoned within the residential, commercial and O-S zoning reclassifications.
- *Permitted and Special Uses Table.* Rather than having a list of permitted and special uses for each zoning district, The UDO proposes a table which illustrates uses within each district based on type of use (residential, educational, commercial retail, eating and drinking, industrial, etc.). Likewise, specific provisions will be established for certain uses to provide additional regulatory language within the Code. In addition, certain uses which currently require special use approval are proposed to be changed to permitted uses, such as outdoor activities and operations, as long as use specific criteria are met.
- *Gary and North Avenue Corridor Overlay Districts.* There are no substantial changes proposed for the Gary and North Avenue Corridors. However, several of the directives currently found in the Corridor regulations will be broadened to the entire Village, including landscaping regulations, which will be discussed in under later articles.

Article 4 (Use Specific Standards)

- *Use Specific Criteria.* Standards have been prepared for specific uses cited in the Zoning Code, including but not limited to single-unit and multi-unit attached dwellings (previously referred to as single-family and multi-family dwelling units), outlot retail buildings, kennels and boarding facilities, and drive-through uses. The Standards also list proposed criteria for outdoor storage on properties and portable outdoor storage devices (PODs), and updated standards for outdoor display of merchandise. It should be noted that it is proposed that a POD will require a permit with a nominal fee.

Article 5 (Development Standards)

- *Updated Development Standards.* Updated development standards have been prepared which provide criteria for a variety of zoning, fencing, and subdivision regulations.
- *Parking Standards.* Parking standards have been updated, including a refinement in the calculation of the required number of parking spaces (net floor area versus gross floor area of building space), updated parking ratios, expanded bicycle parking regulations, and a new process to allow shared parking approval to encourage sharing of parking for complementary uses. Staff would also like seek direction from the Village Board as to whether the existing looped parking stall striping requirement should be carried forward or if it should be discontinued to allow for single line striping.

- *Residential Hardscape/Parking Pad Regulations.* The UDO proposes to modify our current regulations on the amount of hardscape allowed on residential properties, given the increase in the number of properties which have constructed larger driveways in recent years. The UDO introduces the concept of a “parking pad,” which proposes criteria for the installation of a paved area adjacent to the side of the house, and would be counted toward lot coverage.
- *Landscaping Standards.* Village-wide landscaping regulations are proposed in the UDO, which expand landscaping requirements from the Gary and North Avenue Corridors to all non-single unit developments in the Village, and includes requirements for parking lot landscaping/screening, building foundation landscaping, bufferyard/transition area landscaping, general screening requirements, and installation/maintenance criteria for said landscaping material.
- *Fences in Rear Yards of Through Lots.* The Fence Code, currently part of the Building Code, is proposed to be moved into Article 5 of the UDO. Minor modifications are proposed to fence standards, but the biggest change proposed is to require a specific fence design standard for fences on through lots (any property backing up to a public street). A uniform fence design is proposed for these properties, which will be a board on board wood (or wood composite) fence. Proposing a uniform fence design along major roadways in town will provide improved visual consistency and streetscape aesthetics.
- *Solar Energy Systems.* Regulations for both free standing and building-mounted solar energy collection systems (solar panels) are proposed. Setbacks, height, quantity, and architectural integration are criteria proposed to be taken into account for such systems.

Article 6 (Sign Standards)

- *Reed vs. Town of Gilbert.* Similar to the Fence Code, the Sign Code is being shifted out of the Building Code and into the UDO. While many existing regulations, such as allowable sign height and area, will remain the same, other factors pertaining to sign type and classification have been modified. HLA has prepared updated Sign Code regulations based on a recent Supreme Court case (*Reed v. Town of Gilbert*) so that regulations are content-neutral, specifically for temporary signage, and not regulated based on the content of a sign.
- *Updated Sign Standards.* Standards have been divided into regulations for permanent signage and temporary signage, and whether a permit is required for said signage or not. Each section has a user-friendly table that lists the zoning districts in which a specific sign type is allowed. A new section has been included regarding sign maintenance and steps to take when a sign is deemed unsafe or in poor condition. In addition, updated standards for nonconforming signs has been included, specifically prohibiting box wall signs in the Village, and provisions have been updated to reduce the amount of allowable window signage from 50% of a window to 25% of window to reduce visual clutter.

Article 7 (Planned Development Standards)

- *Planned Development Standards.* Planned Unit Developments are proposed to be renamed Planned Developments, and are proposed to have amended findings and review standards. Procedural updates are proposed, including the requirement of a pre-filing conference between the applicant and Village staff to determine application completeness, and a

recommended meeting between the applicant and surrounding property owners and area residents to discuss the project's potential impact prior to a public hearing before the PC/ZBA.

- *Revisions to the section on PUD Amendments.* The draft language still contemplates an allowance for minor changes which can be approved administratively at the staff level, and major changes that will continue to require review by the Plan Commission and Village Board.

Article 8 (Administration and Enforcement)

- *Administration of the UDO.* Article 8 details the responsibilities of administering the UDO, and provides regulations for enforcement actions.
- *Administrative and Petition Review.* Article 8 distinguishes between projects and permits that can be approved administratively at the staff level, versus projects and permits which require review by the Plan Commission and approval by the Village Board (referred to as petition reviews). The current code contains similar language, but the proposed text compiles all administrative and petition reviews from the zoning, sign, subdivision and fence codes into a single section.
- *Administrative Relief for Side or Rear Yards.* The proposed Code will provide allowances for the Community Development Director to approve reductions to the side and rear yard setbacks by up to 10% (for requests for building additions) as long as certain conditions are met. If conditions are not met, or a property owner proposes to encroach into the side or rear yard more than 10%, a Zoning Code variation would need to be requested and reviewed by the Plan Commission and Village Board as is currently processed.
- *Certificate of Zoning Compliance/Retrofit Standards.* The UDO proposes to establish procedures for certificates of zoning compliance at the staff level, to be issued when a new use occupies a building space. Also included are retrofit standards, which will include upgrades to signage or landscaping in conjunction with the approval of the certificate of zoning compliance.
- *Site Plan Review Process at the staff level.* The UDO proposes to create an administrative site plan review process, for proposed construction within the Village. Currently, projects along the North Avenue and Gary Avenue Corridors require review by the Plan Commission, and this procedure will remain in place. However, similar procedures will be established for new construction projects to go through an administrative-level review process. It should be noted that if said project requires review of a special use or variation, those projects will still be reviewed by the Plan Commission and Village Board.
- *Concept Plan Review Process.* The UDO proposes to establish a concept plan review process, where an applicant may request that a plan be reviewed informally by the Plan Commission and Village Board prior to formal submittal in order to obtain informal feedback on the project. Projects may include those which deviate from the Comprehensive Plan designation of a property, if a use is not listed as a permitted or special use in the UDO, or if staff or the developer believe a project may be controversial.
- *Other Review Processes.* The UDO proposes minor updates to special use, variation, rezoning, and text amendment review criteria/findings of fact. In addition, fence and sign variations will follow the same procedure as zoning variations and require approval by the Village Board for consistency purposes, rather than the current review solely by the Plan Commission, or with the option of Village Board action as currently the case for Sign Code variations. Likewise,

Article 8 provides clearer procedures for annexation and easement encroachment requests, and updates enforcement procedures, including types of violations, remedies, and enforcement powers.

- *Subdivision/Plat Procedures.* As previously mentioned, administrative procedures currently found in the Subdivision Code will now be housed in Article 8, including amended language on minor and major subdivision types, and procedural changes on preliminary and final plats.

Article 9 (Subdivision Standards)

- *Revised Subdivision Standards/Engineering Manual.* The current Subdivision Code has been substantially revised. The draft code contains updated standards for streets, easements, blocks, and lots; revisions to required land improvements for subdivisions, along with potential off-site improvements; and amended language on utility locations and installations. In addition, a Design Standards and Construction Specifications Manual has been prepared which contains specifications and details for such items as details for utility, grading, pavement, and lighting standards (among other items) that can be easily updated as new technologies and materials are introduced.

Article 10 (Standards for Nonconforming Lots, Buildings, Structures, and Uses)

- *Updated Standards.* The section on nonconforming lots, buildings, structures, and uses has been updated to modify nonconforming criteria and better reflect current practices. As with previous practice, nonconforming buildings or structures will be permitted to be continue under their nonconforming nature in accordance with the regulations of Article 10, or be repaired or maintained, but must be brought in compliance with current UDO requirements when expanded or intensified.



CAROL STREAM UDO update

DRAFT UDO OVERVIEW
VILLAGE BOARD WORKSHOP

February 8, 2021



Tonight's Agenda

- Introductions
- Project Overview
- Draft UDO Overview
- Next Steps

INTRODUCTIONS



Introductions



John Houseal FAICP
Principal Oversight



Jackie Wells AICP
Project Manager

PROJECT OVERVIEW

A white L-shaped graphic element is positioned on the right side of the slide. It consists of a vertical bar extending upwards and a horizontal bar extending to the left, meeting at a right-angle corner. The background is a solid dark gray.



Why are we updating our codes?

- Align with Comprehensive Plan
- Modernize standards
 - *Zoning Ordinance adopted in 1987*
 - *Subdivision Ordinance adopted in 1979*
 - *Sign Ordinance adopted in 1992*
- Create a comprehensive, competitive, user-friendly code



Project funding source and budget

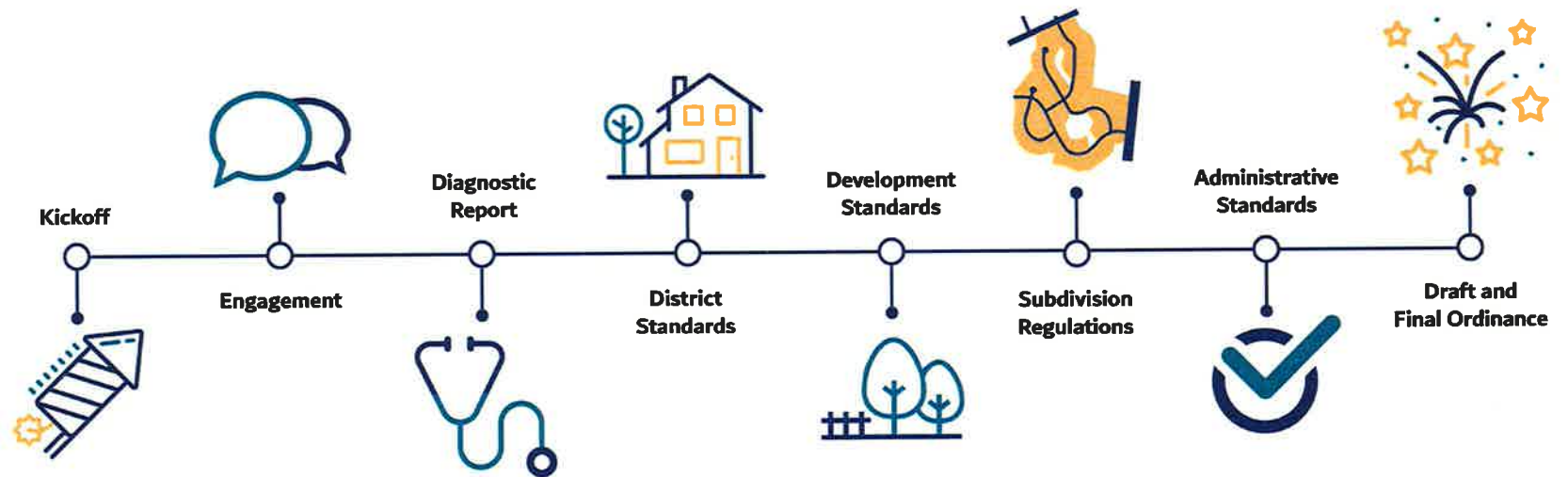
- Project funding source: Chicago Metropolitan Agency for Planning (CMAP)
- Project budget: \$125,000



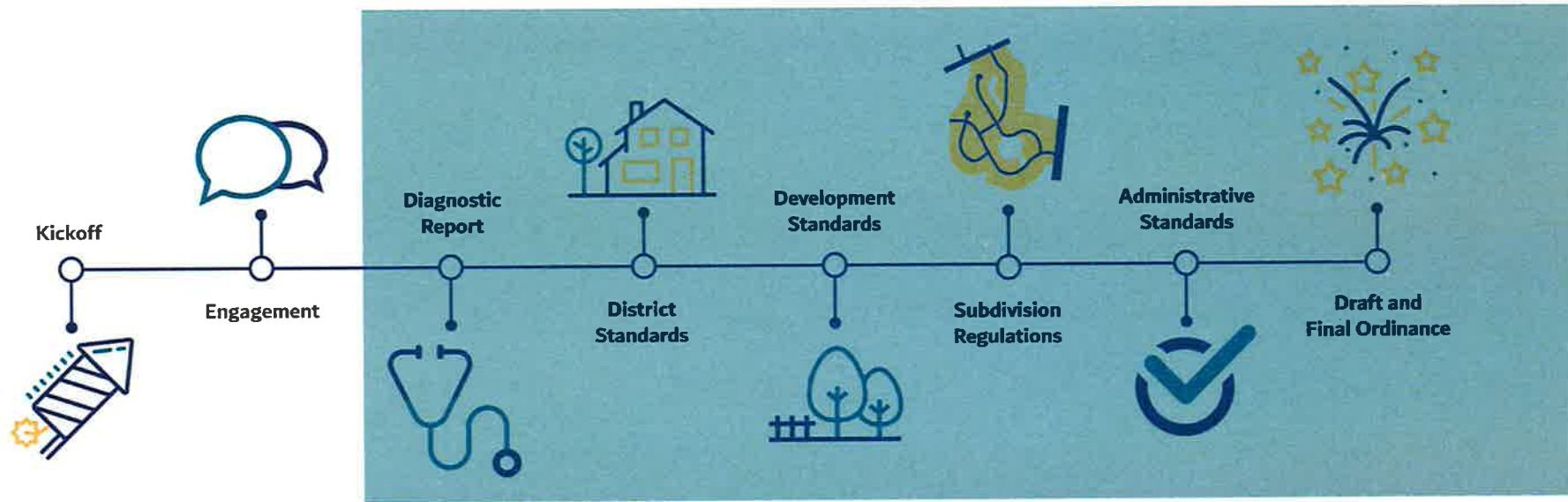
What is a UDO?

- Consolidates all land development regulations
- Streamlines review and approval processes
- More user-friendly

Project Outline

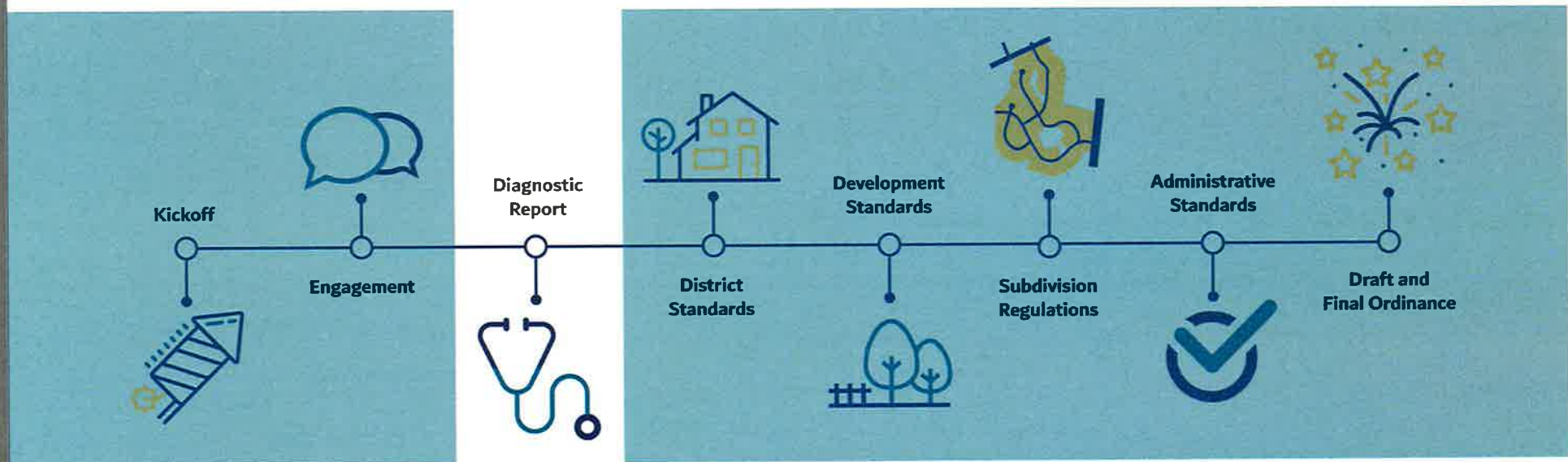


Project Outline



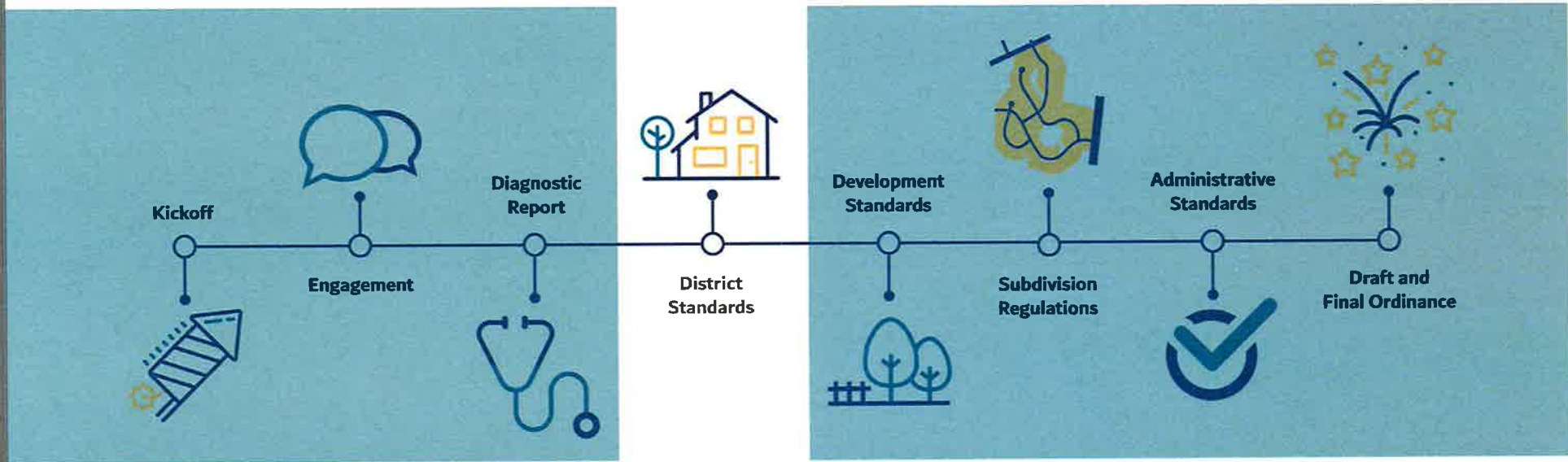
Public Workshops & Introductory Session with PC & ZBA – April 2019

Project Outline



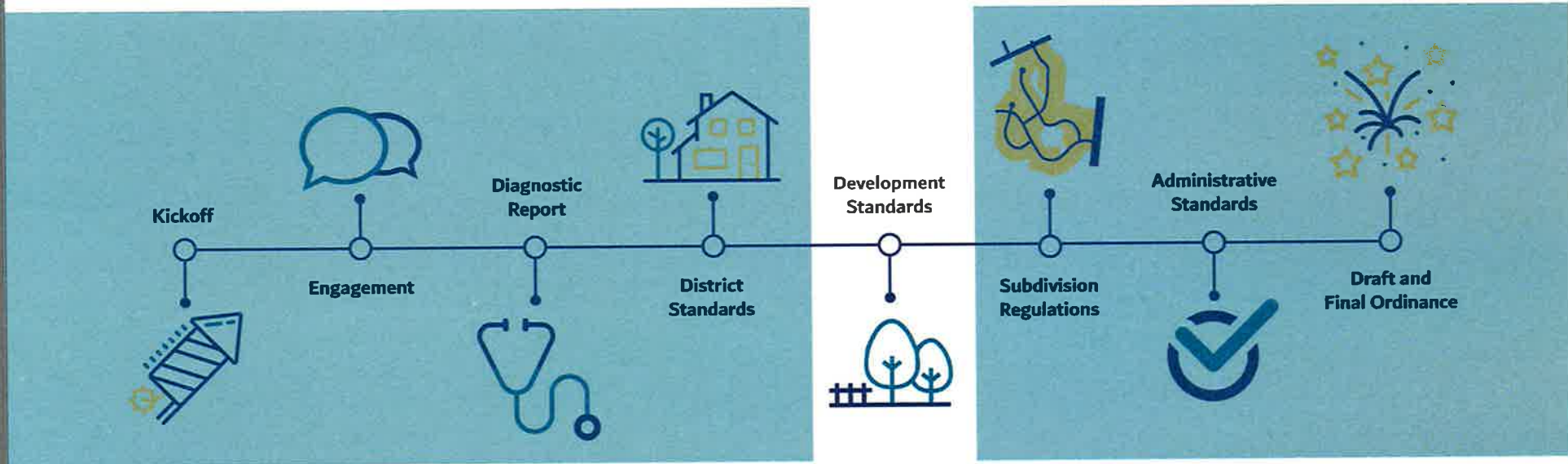
Preliminary Recommendations Workshop – June 2019

Project Outline



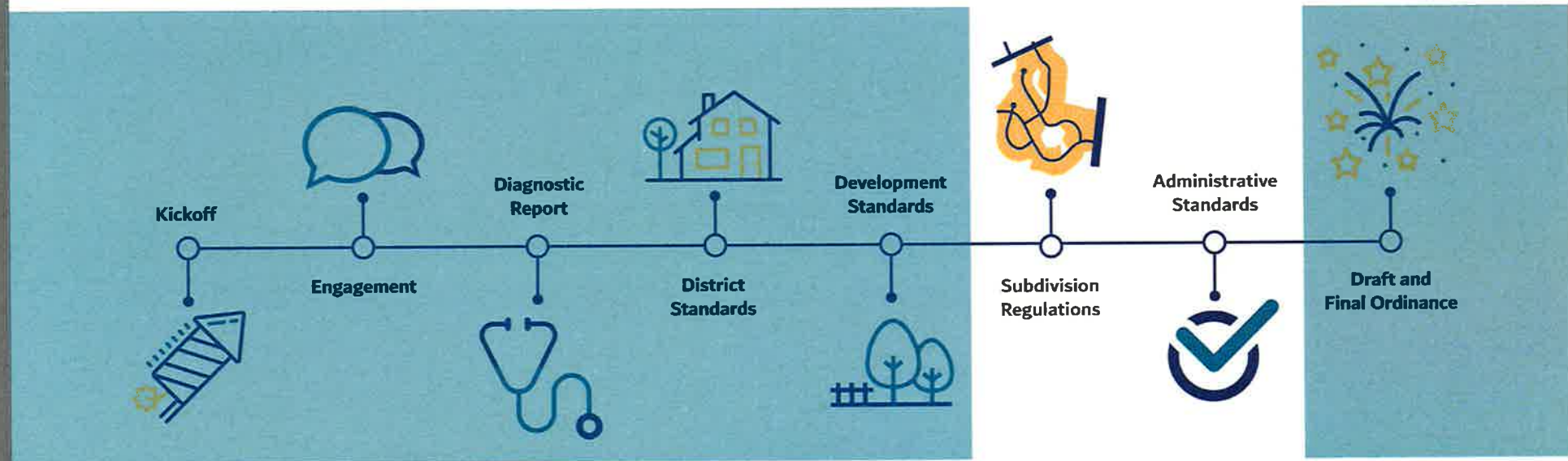
Draft District Standards Workshop – August 2019
Draft Zoning Map Workshop – November 2019

Project Outline



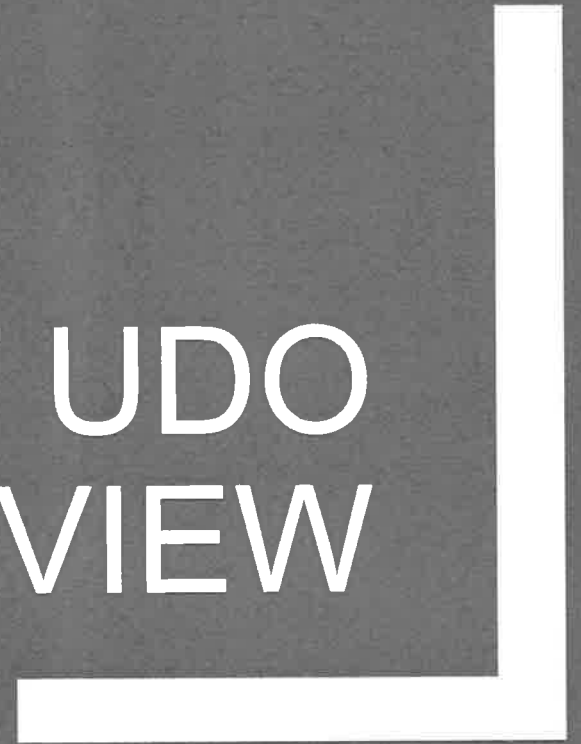
Draft Use Specific, Development, and Sign Standards Workshop – December 2019

Project Outline



Draft Planned Unit Development, Administration and Enforcement, Subdivision, and Nonconforming Lots, Buildings, Structures, and Uses – November 2020

DRAFT UDO OVERVIEW



Proposed UDO Structure

- Article 1 – General Provisions
- Article 2 – Definitions
- Article 3 – District Specific Standards
- Article 4 – Use Specific Standards
- Article 5 – Development Standards
- Article 6 – Sign Standards
- Article 7 – Planned Development Standards
- Article 8 – Administration and Enforcement
- Article 9 – Subdivision Standards
- Article 10 – Nonconforming Lots, Buildings, Structures, and Uses



Article 1 – General Provisions

- Provides a framework for the UDO
- Sets up defensibility of regulations
- Includes:
 - *Title*
 - *Purpose*
 - *Intent*
 - *Interpretation*
 - *Rules and construction of language*



Article 2 – Definitions

- Consolidates/streamlines definitions from zoning, subdivision, and sign ordinances
- Eliminates outdated/unnecessary definitions
- Establishes definitions for new uses such as:
 - *Brewery*
 - *Outlot retail building*
 - *Parking pad*
 - *Light manufacturing*
 - *Heavy manufacturing*



Article 3 – District Specific Standards

Proposed Districts

- R-1 – Estate Residence and Community Facilities District
- R-2 – Traditional Residence District
- R-3 – Suburban Residence District
- R-4 – Multiunit Residence District
- B-1 – Town Center District
- B-2 – Neighborhood Business District
- B-3 – General Business District
- O-S – Office and Service District
- I – Industrial District
- GAC – Gary Avenue Corridor Overlay District
- NAC – North Avenue Corridor Overlay District

EXISTING DISTRICTS

PROPOSED DISTRICTS

A

F-1

F-2

R-1

R-2

R-3

R-4

B-1

B-2

B-3

B-4

R&D

I

R-1

R-2

R-3

R-4

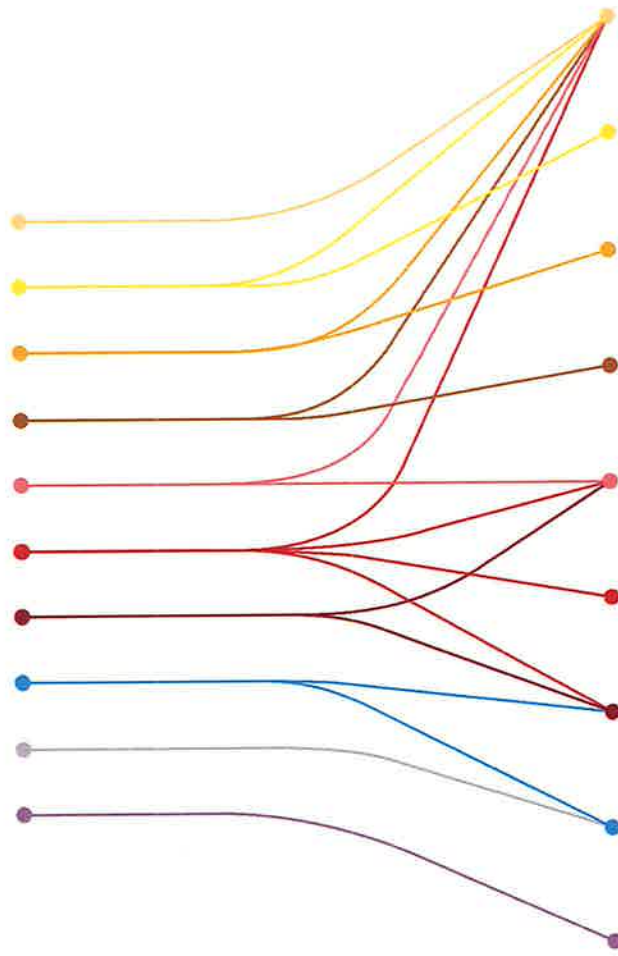
B-1

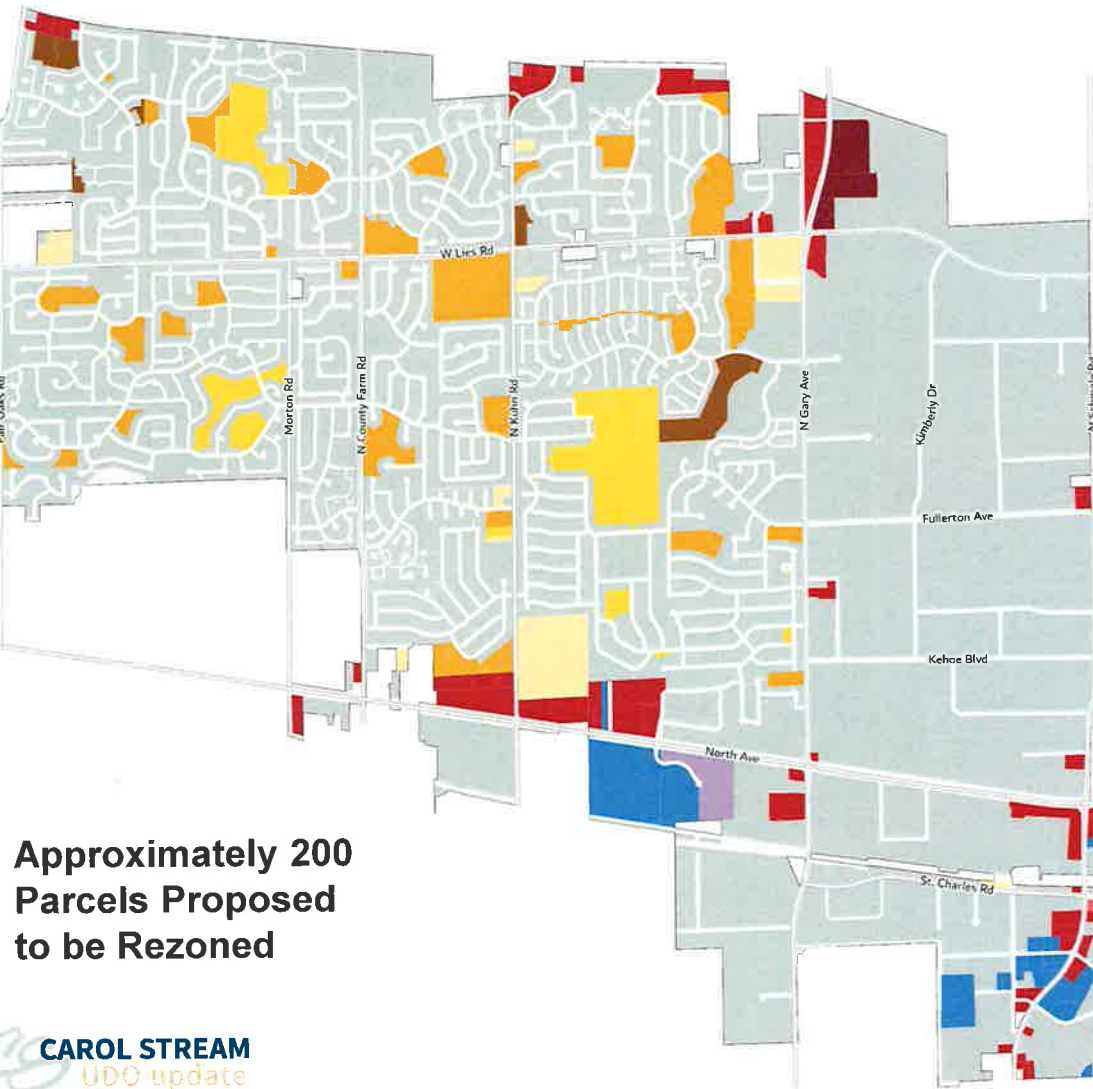
B-2

B-3

O-S

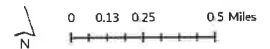
I



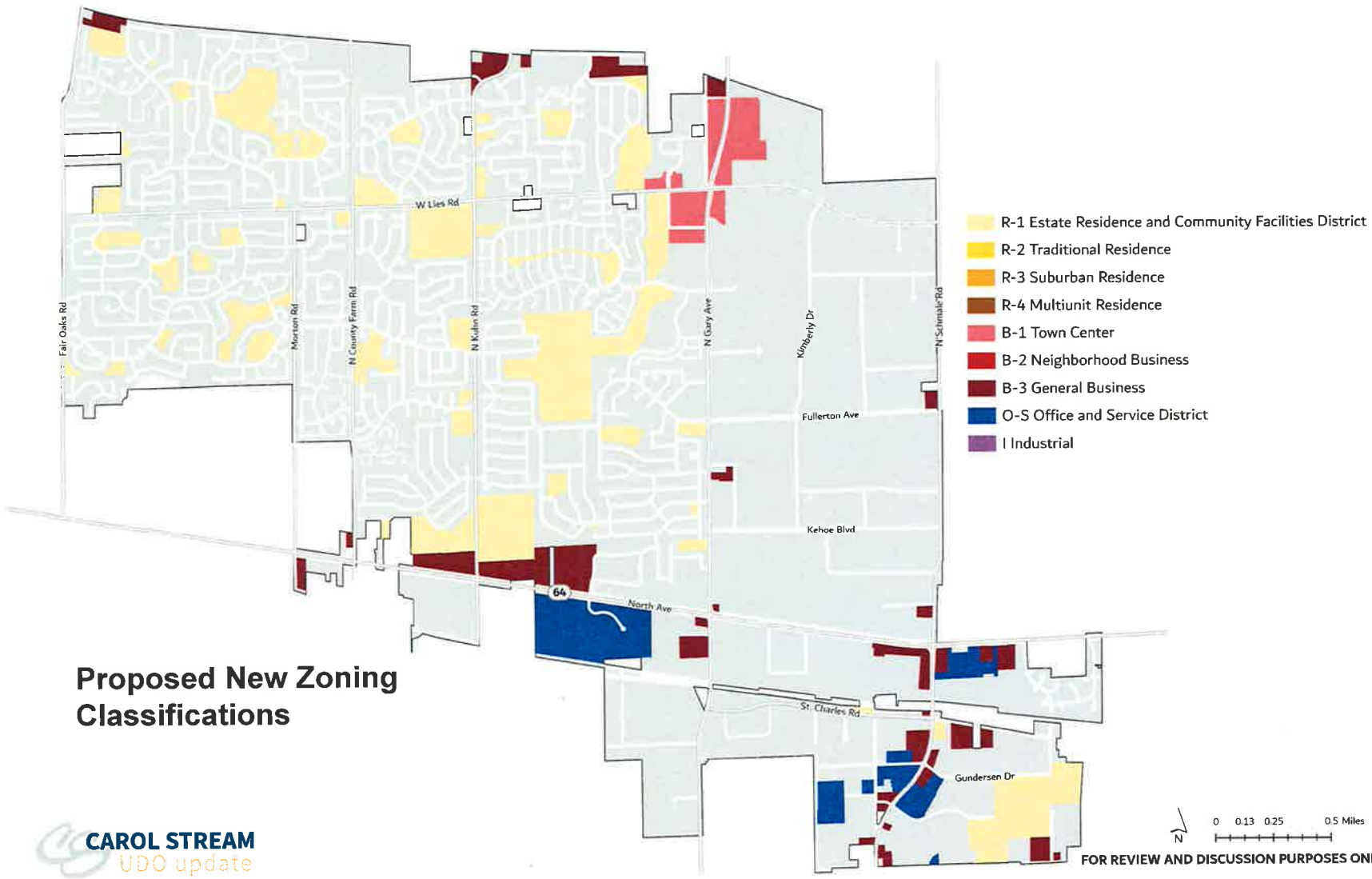


- R-1 One-Family Residence District
- R-2 One-Family Residence District
- R-3 One-Family Residence District
- R-4 General Residence District
- B-1 Local Business District
- B-2 General Business District
- B-3 Service District
- B-4 Office, Research, and Institutional Building District
- R&D Research and Development District
- I Industrial District

**Approximately 200
Parcels Proposed
to be Rezoned**



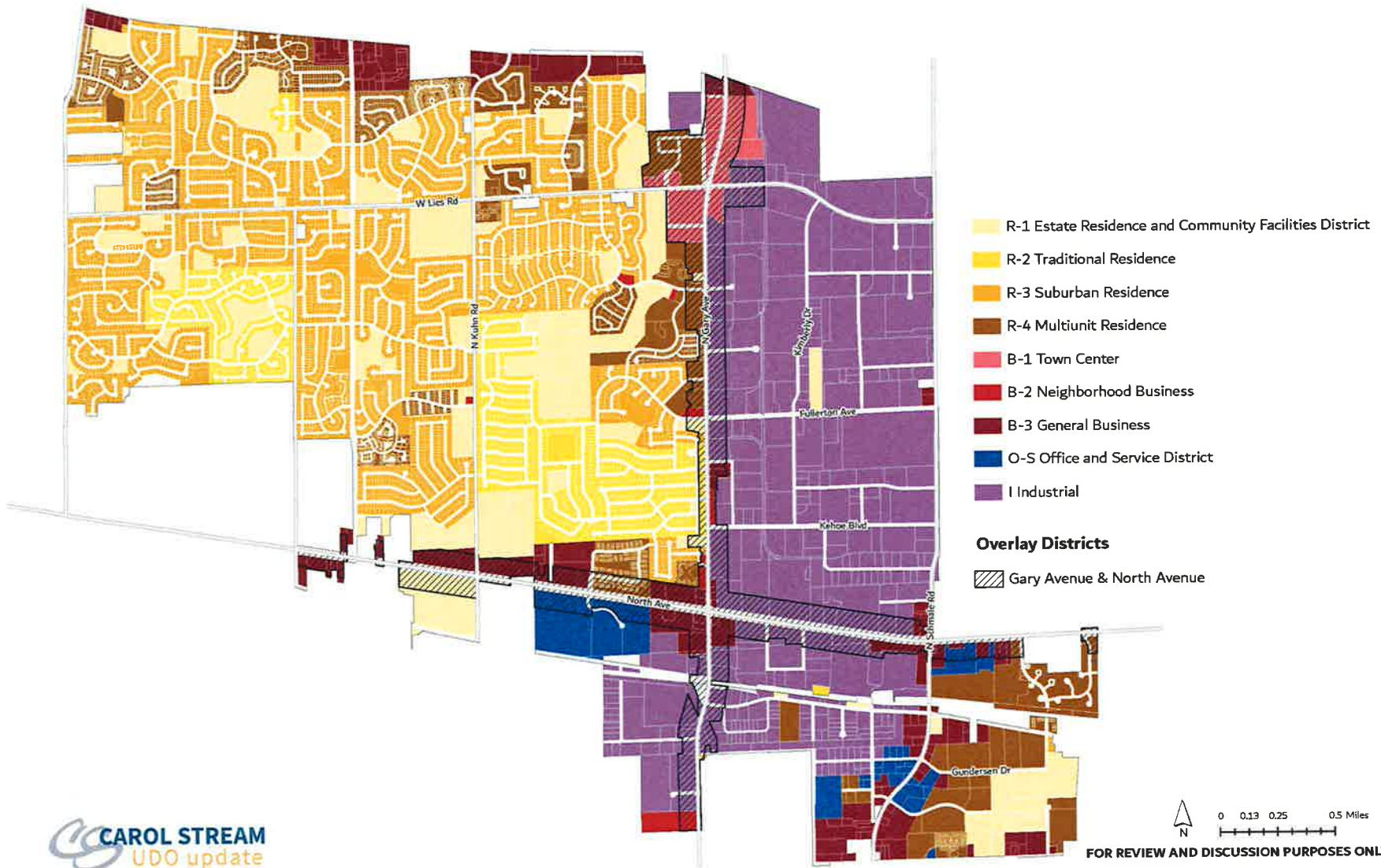
FOR REVIEW AND DISCUSSION PURPOSES ONLY



Proposed New Zoning Classifications

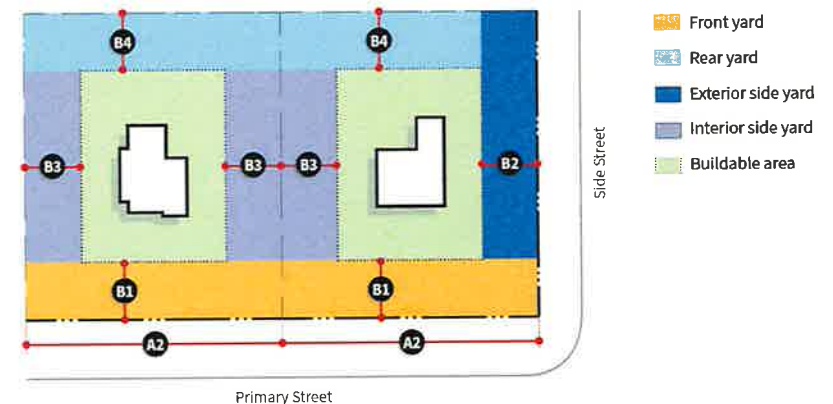
CAROL STREAM
UDO update

FOR REVIEW AND DISCUSSION PURPOSES ONLY



Article 3 – District Specific Standards

- No significant changes to Gary and North Avenue Corridor Overlay Districts
- Right-sizes residential bulk and dimensional standards
- Streamlines permitted and special uses
- Introduces new uses such as:
 - *Microbrewery*
 - *Brewery/winery/distillery*
- Allows for more uses to be approved administratively such as
 - *Outdoor storage in the I District*





Article 4 – Use Specific Standards

What are Use Specific Standards?

- Apply to specific uses regardless of location
- Establish higher standards for uses
- Relevant for permitted and special uses
- Allow for more uses to be approved without PC or VB action
- Referenced in Table 3-11: Permitted and Special Uses

Article 4 – Use Specific Standards

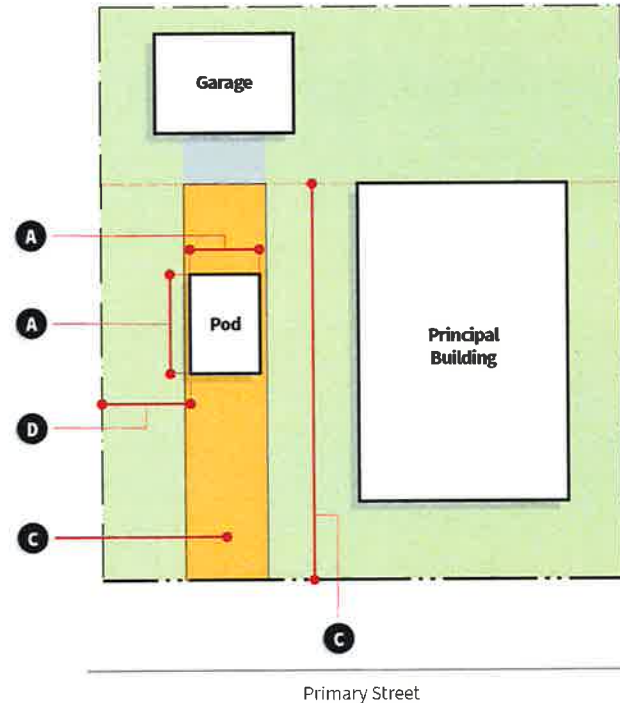
Table 3-11: Permitted and Special Uses

Proposed Use	Additional Regulations	R-1	R-2	R-3	R-4	B-1	B-2	B-3	O-S	I
Parks, Open Space, and Agriculture										
<i>Parks and Open Space, Publicly Owned and Operated, including Unlit Athletic Fields and Courts</i>		P	P	P	P	P	S	S	S	P
<i>Parks and Open Space, Privately Owned and Operated</i>		S	S	S	S	S	S	S	S	S
<i>Private Lit Athletic Fields and Courts</i>							S	S		
<i>Public Lit Athletic Fields and Courts</i>		S	S	S	S					
<i>Golf Course</i>		S	S	S	S					
<i>Cemeteries</i>		S	S	S	S					
<i>Community Gardening / Urban Farming</i>	Article 4-1	P	P	P	P					
Residential										
<i>Single-Unit Detached Dwellings</i>		P	P	P	P					
<i>Single-Unit Attached Dwellings</i>	Article 4-2				P					
<i>Multiple Unit Dwellings, Building</i>	Article 4-3				P					
<i>Multiple Unit Dwellings, Complex</i>	Article 4-4				S					
<i>Multiple Unit Dwellings, Above Ground Floor as Part of Mixed Use</i>						P				
<i>Assisted Living Facilities/ Nursing Homes</i>					S				S	
<i>Senior Co-Housing</i>					S					
<i>Total Senior Life Care Facilities</i>									S	
<i>Group Community Residences</i>		P	P	P	P					
<i>Family Community Residences</i>	Article 4-5	S	S	S	S					

Article 4 – Use Specific Standards

Portable Outdoor Storage Device (PODS)

- Regulate size, location, and duration of POD use
- Require permit for placement



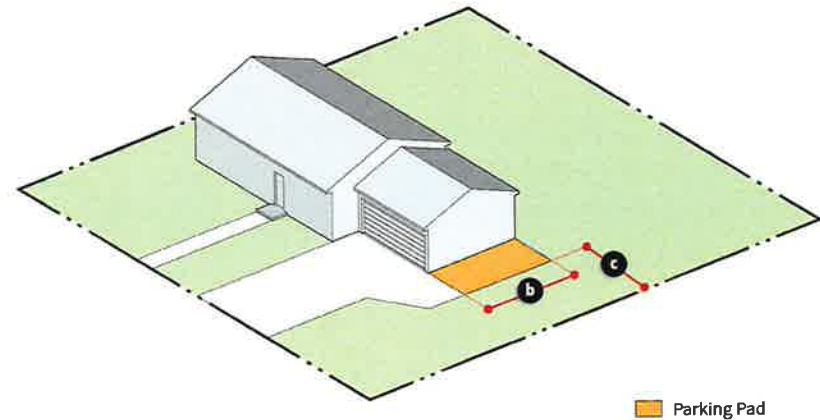
Article 5 – Development Standards

What are Development Standards?

- Also called “Standards of General Applicability”
- Relevant for all uses throughout zoning districts
- Include standards previously in subdivision regulations such as:
 - *Required ROW landscape*
 - *Stormwater and floodplain regulations*
 - *Sanitary sewer and water distribution systems*
 - *Sidewalks*

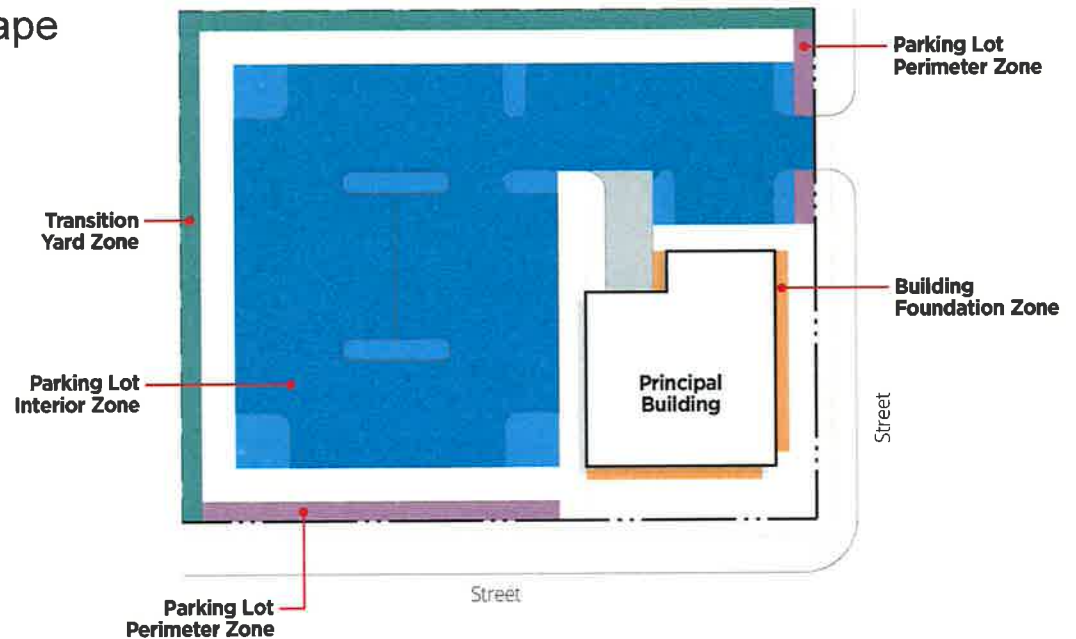
Article 5 – Development Standards

- Encourage greater use of shared parking
- Modernize required parking ratios
- Emphasize pedestrian circulation and bicycle parking
- Establish parking pad regulations to control the amount of paved area on a residential lot

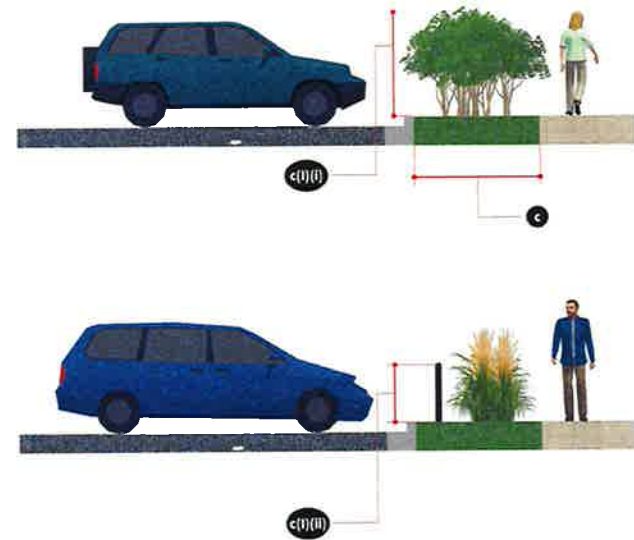
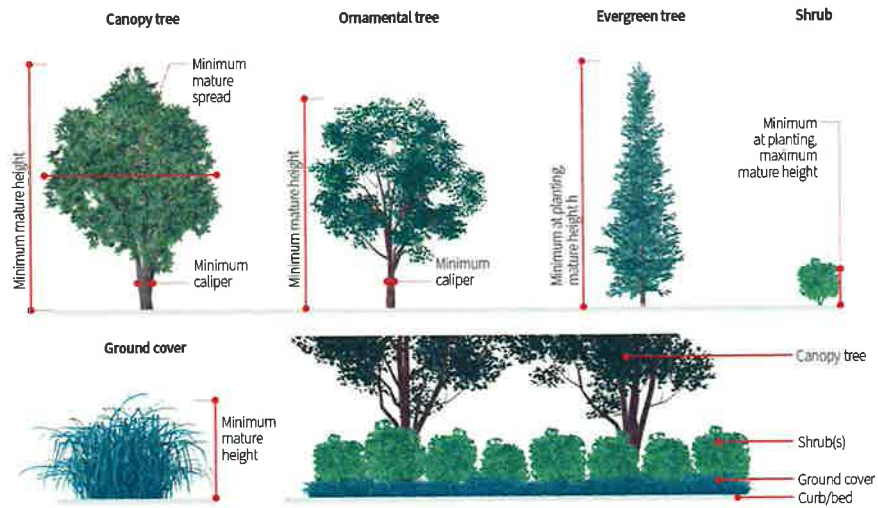


Article 5 – Development Standards

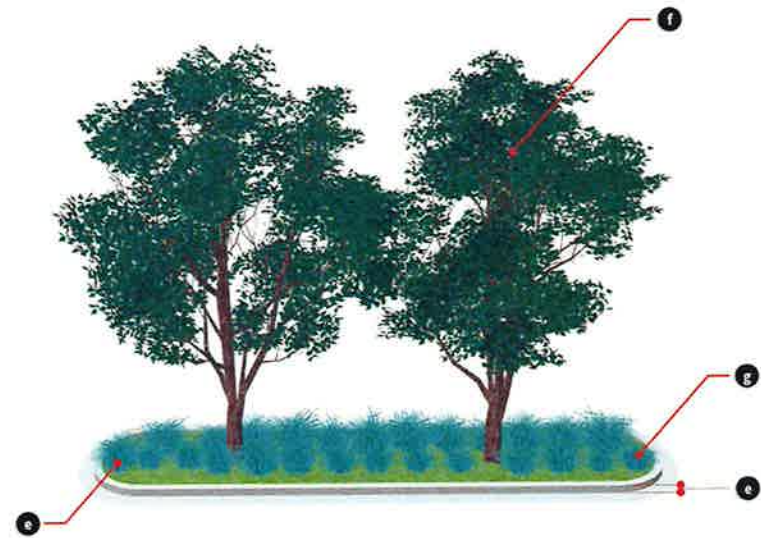
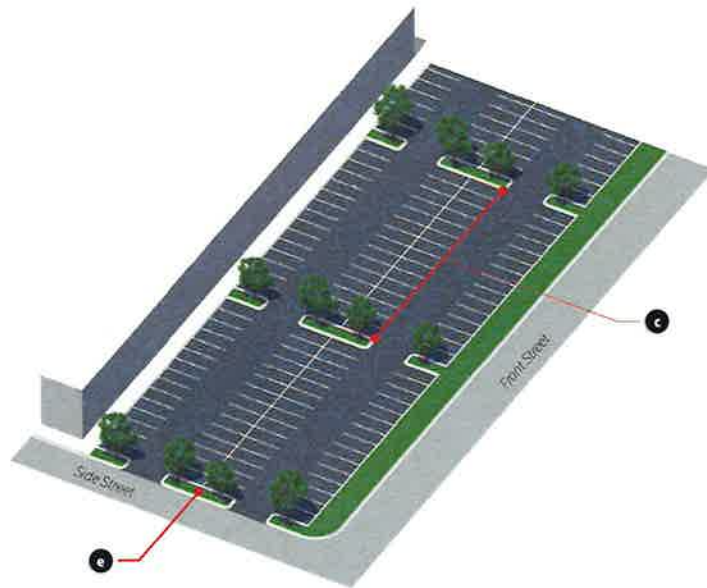
- Establish Village-wide landscape requirements for:
 - *Parking lot interior*
 - *Parking lot perimeter*
 - *Building foundation*
 - *Transition areas*



Article 5 – Development Standards



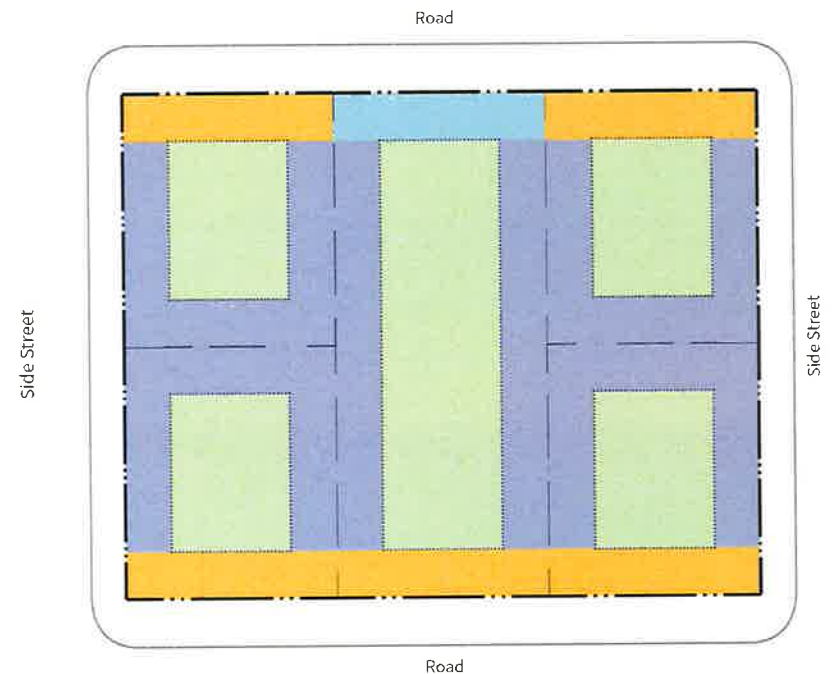
Article 5 – Development Standards



Article 5 – Development Standards

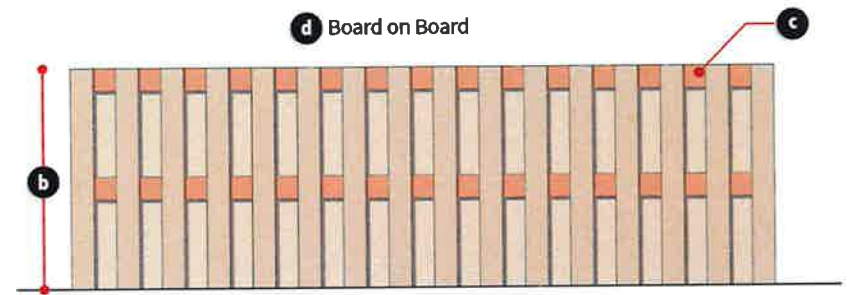
- Update residential fence standards for:
 - *Front yards*
 - *Exterior side yards, interior side yards, and/or rear yards*
 - *Rear yards of through lots*

- Front yard
- Exterior side yard / Interior side yard / Rear yard
- Rear yard of Through lots
- Buildable area



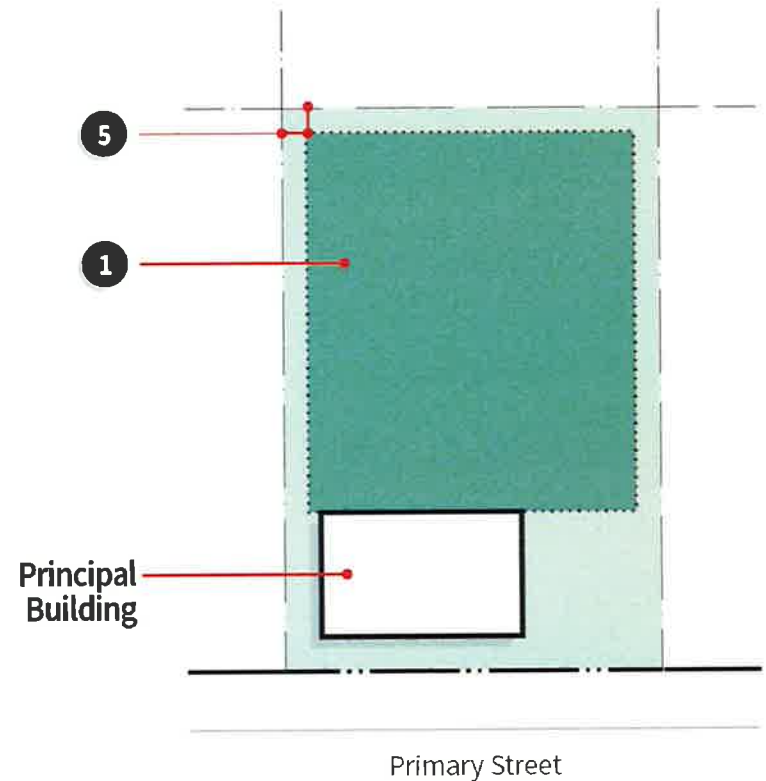
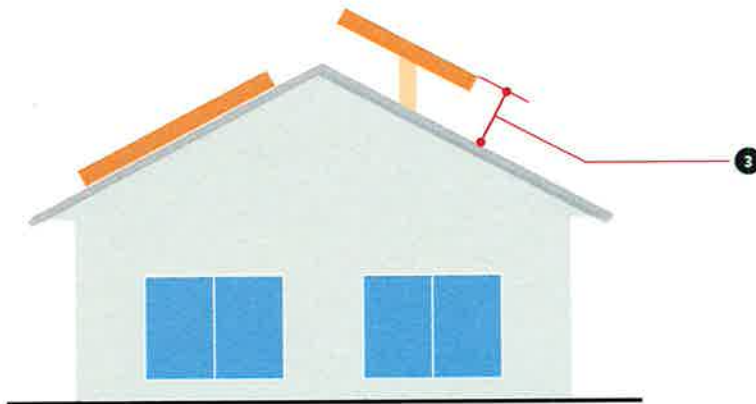
Article 5 – Development Standards

- New standards for fences in rear yards of through lots to streamline appearance by consistent:
 - *Height*
 - *Materials*
 - *Design*



Article 5 – Development Standards

- Solar energy collection
 - *Building mounted*
 - *Free-standing, primary use*
 - *Free standing, accessory use*



Article 6 – Sign Standards

Reed vs. the Town of Gilbert, AZ

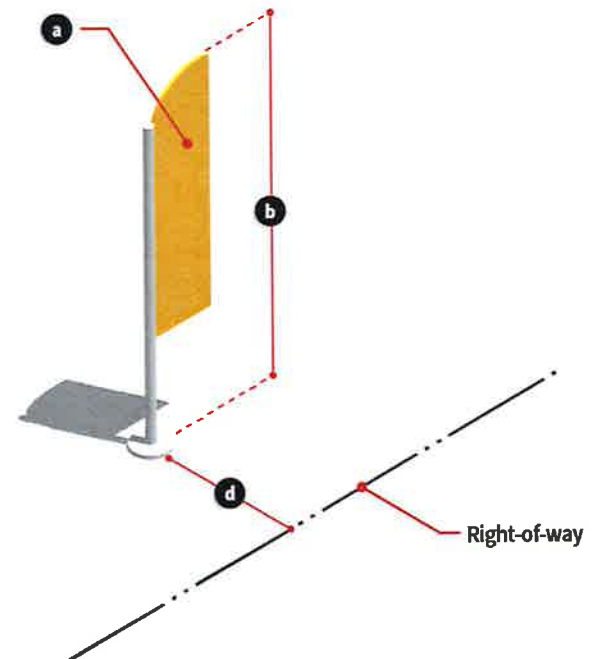
- 2016 Supreme Court decision
- Clarified that commercial and noncommercial sign copy is protected speech
- Held that signs cannot be treated differently based on the communicative content of the sign

How does Carol Stream not comply?

- Gasoline price signs
- Temporary real estate signs

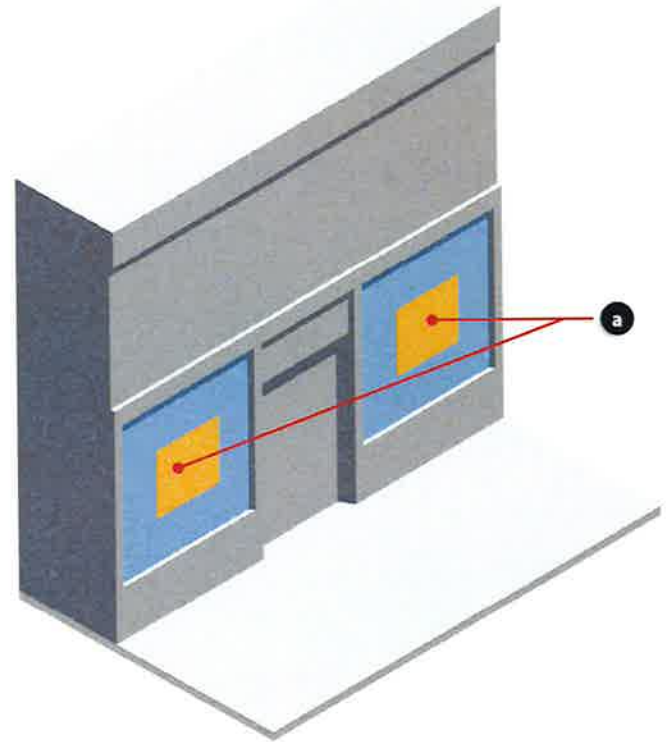
Article 6 – Sign Standards

- Preserve current allowances for permanent signs in nonresidential districts
- Allow for greater flexibility on temporary signs
 - *Wall mounted banner sign*
 - *Ground mounted sign*
 - *Feather sign*
 - *A-frame/sandwich board sign*
 - *Yard sign*
 - *Window sign*



Article 6 – Sign Standards

- Window signs
 - *Maximum sign area proposed to be reduced from 50% to 25% to reduce clutter*
 - *Distinguish between permanent and temporary*



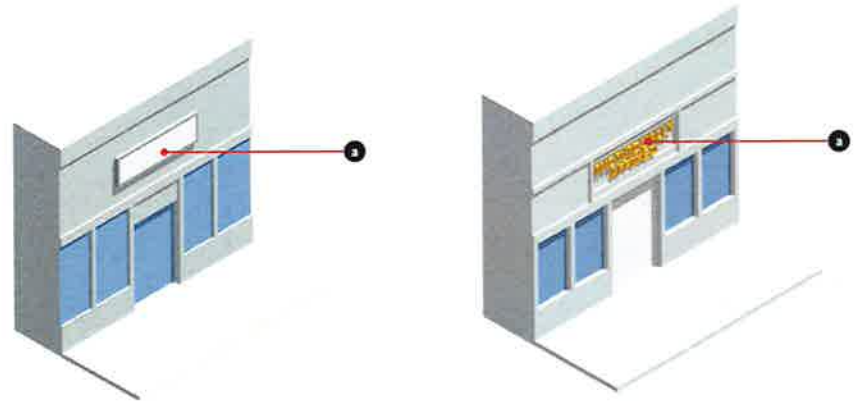
Article 6 – Sign Standards

- Electronic message boards
 - *1/3 of sign area permanent copy*
 - *Static message or image only*
 - *Message change every 10 seconds*
 - *Automatic dimming*
 - *Controls on brightness*



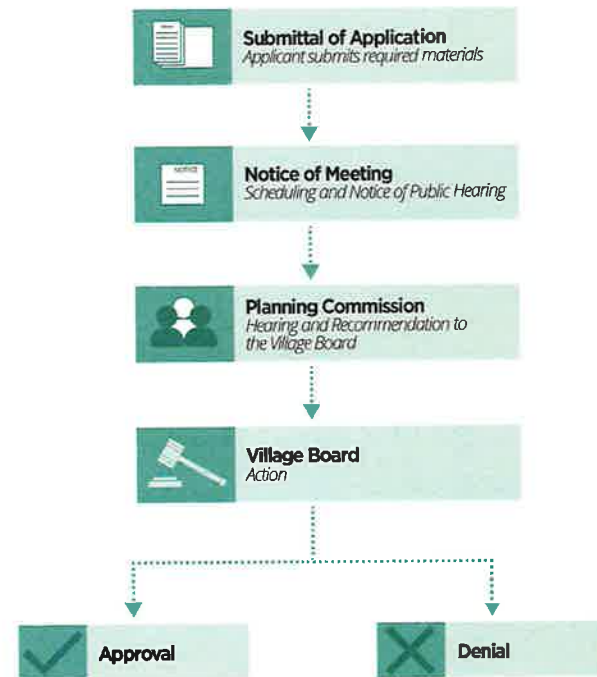
Article 6 – Sign Standards

- Box signs proposed to be prohibited



Article 7 – Planned Developments

- Establishes pre-application filing conference with:
 - *Development Review Team*
 - *Public*
- Establishes new Standards for Review
- Establishes Site Development Allowances and Modification Standards





Article 8 – Administration and Enforcement

- Organizes processes into:
 - *Administrative*
 - *Petition*
- Includes processes from zoning, subdivision, sign, and fences ordinances
 - *Permit process*
 - *Variations process*

Article 8 – Administration and Enforcement

Administrative Review and Approval

- Administrative Adjustment – 10% adjustment by Community Development Director for required side and rear yard setbacks
- Site Plan Review – approval required by Community Development Director to ensure compliance with UDO requirements
- Concept Plan Review – applicant may request proposal to be reviewed by Plan Commission and Village Board prior to formal submittal
- Certificate of Zoning Compliance – required when new uses occupy existing buildings
 - *Retrofit Standards*




Article 8 – Administration and Enforcement

Retrofit Standards

- Required improvements in order to receive Certificate of Zoning Compliance
 - *Replacement of box sign with individually affixed letters*
 - *Installation of screening*
 - *Placement of landscape planters at building foundation*
 - *Installation of perimeter parking lot landscape*
- Proposed to help improve appearance of developed properties

Article 9 – Subdivision Standards

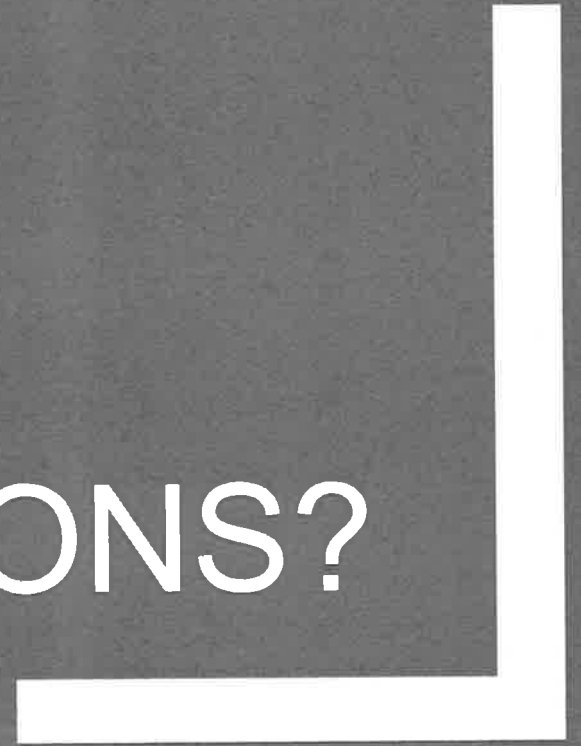
- Significantly reduced in length – requirements shifted to:
 - *Article 5 – Development Standards*
 - *Article 8 – Administration and Enforcement*
 - *Design Standards and Construction Specifications Manual*
- Design Standards and Construction Specifications Manual
 - *Stand alone, [web-based document](#)*
 - *Allows Village to update standards and specifications without going through text amendment process*



Article 10 – Nonconforming Lots, Buildings, Structures, and Uses

- Clarifies existing language
- Establishes standards for nonconforming parking lots

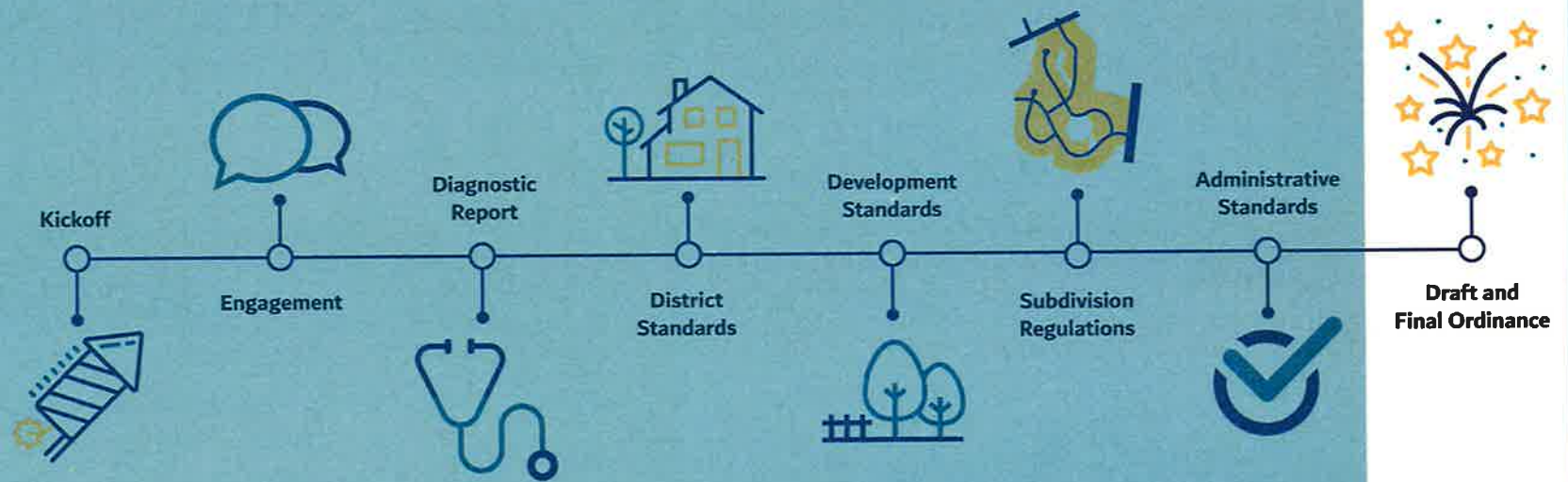
QUESTIONS?



NEXT STEPS



Next Steps





Next Steps

- Public Outreach – Ongoing
- Plan Commission Public Hearing – March/April 2021
- Village Board Adoption – April/May 2021
- UDO Effective Date – Summer 2021

Public Outreach

Informational Brochure

CAROL STREAM UDO UPDATE

An overview of proposed changes to the Village's land development regulations



Frequently Asked Questions

What is a Unified Development Ordinance (UDO)?

A UDO combines the Village's zoning, subdivision, and sign ordinances in order to streamline development regulations. The regulations are a tool to enforce Village policy by promoting or restricting certain uses, regulating the look and feel of an area, controlling the density and intensity of uses, and promoting the public health, safety, and welfare.

Why do we need to update our current zoning ordinance and land use regulations?

The current Carol Stream Zoning Ordinance was adopted in 1967, the Subdivision Ordinance was adopted in 1979, and the Sign Ordinance was adopted in 1992. Each code has seen numerous amendments over the years, which has resulted in Village regulations that can be difficult to interpret and enforce. Some of the processes outlined in the ordinances are not clearly defined, are not as user friendly as they could be, or have become obsolete due to other long-standing practices.

Why is the Village updating its codes now?

The Village completed a full update to its Comprehensive Plan in 2016. The Comprehensive Plan set forth several goals and objectives, including updating the zoning, subdivision, and sign ordinances. The Comprehensive Plan conveys in broad terms the rationale for zoning regulations within the community. The updated UDO regulations will assist the Village with achieving the goals and objectives of the Comprehensive Plan.

What will the UDO do?

The UDO will provide a "user-friendly," easy-to-read document that can be understood and interpreted by all users, including residents, staff, developers, and elected and appointed officials. The UDO will integrate graphics, illustrations, and tables to clarify regulations and standards, allowing regulations to be applied and enforced fairly and consistently. When finished, the UDO will help to streamline the development review process, encourage development, redevelopment, and innovative approaches to land use regulation.

What won't the UDO do?

It is impossible for the UDO to accommodate every situation. It will not prevent all non-conformities nor eliminate the need for zoning relief. The general rule is that the UDO will seek to regulate the norm, not the exception.

What happens to nonconforming properties?

The intent of revisiting the ordinance is to eliminate inconsistencies and nonconforming properties whenever possible. Thousands of properties will become conforming if the minimum lot sizes are reduced. Other properties previously approved under Planned Unit Developments that do not comply with the underlying lot area requirements will be allowed to continue to exist but if destroyed or substantially rehabilitated would be rebuilt in conformance with the ordinance.

Will there be changes to the zoning map?

Yes, adopting the new ordinance will create new districts and eliminate others. A zoning map amendment is necessary to reflect these changes on the ground. Additional information about the proposed zoning map changes is included in the Significant Changes section of this brochure.



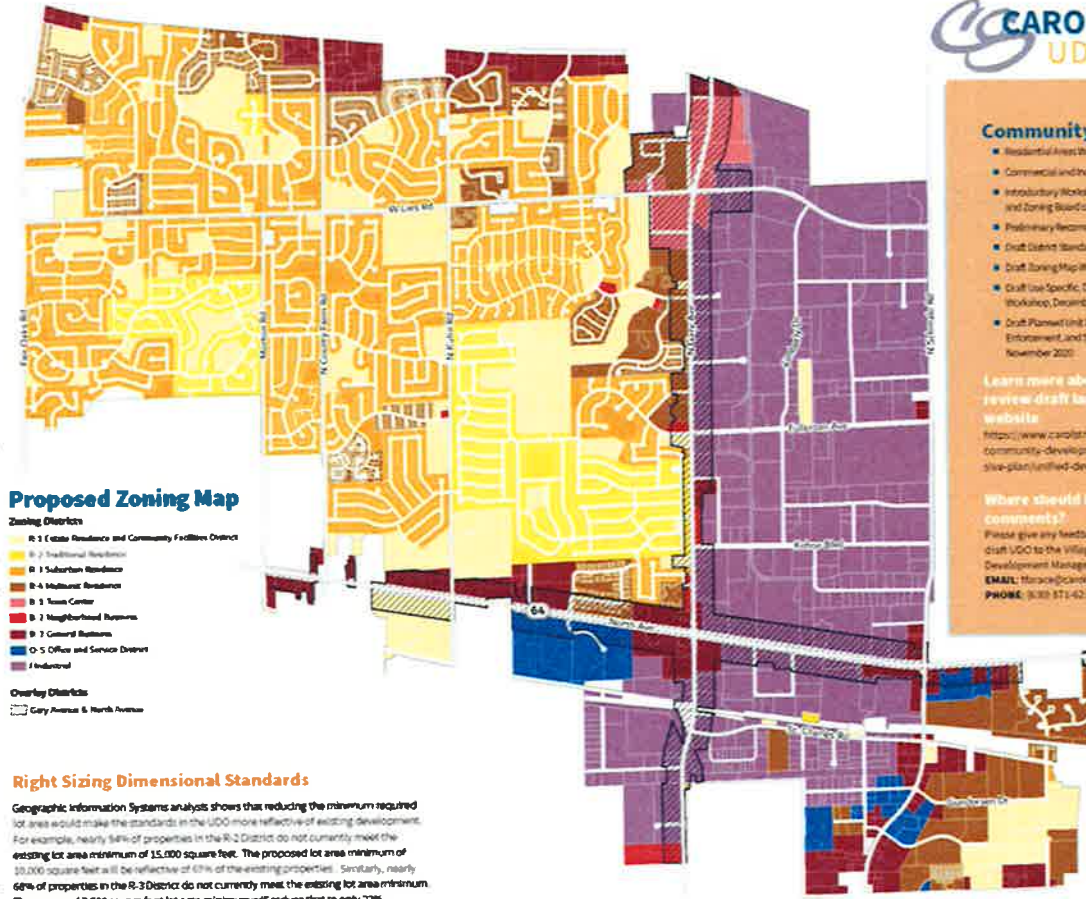
Significant Changes

Proposed Map Amendments

The Village currently has several zoning districts that are not well distinguished from one another. This has led to issues of land use incompatibility and presents challenges to develop corridors with a sense of place. To address this, the Village's zoning districts have been examined and repositioned to better accommodate development that currently exists and development that is identified as desirable in the Comprehensive Plan.

Although several changes to the Village's zoning districts have been proposed, not all will impact the zoning map. For example, the Village's residential districts are proposed to be renamed and the regulations tweaked to better reflect existing development patterns, but no existing residential use property will be rezoned. The proposed rewordings more greatly impact the Village's commercial areas as detailed in the following map and corresponding text below. In total, 111 parcels are proposed to be rezoned.

- It is proposed that the B-1 Local Business District be repositioned to accommodate the Ross Ferraro Town Center. The new B-1 Town Center District is proposed to include parcels that are currently zoned R-1, B-2, and B-3.
- The B-2 General Business District is proposed to be revised to the Neighborhood Commercial District to better regulate commercial uses in close proximity to residential uses. Only one parcel, currently zoned B-3, is proposed to be zoned B-2.
- The B-3 Service District is proposed to be revised to the General Business District to better regulate larger scale and higher intensity commercial uses along major corridors. The new B-3 General Business District is proposed to include parcels that are currently zoned B-1, B-2, and B-4.
- The B-4 Office, Research and Institutional Building District is proposed to be consolidated with the R&D Research and Development District. The new O-S Office and Service District will better accommodate large employment facilities such as those in a planned office campus.



Proposed Zoning Map

- Zoning Districts**
- R-1 (State Residence and Community Facilities District)
 - B-1 Traditional Residence
 - R-1 Suburban Residence
 - B-4 Suburban Residence
 - B-1 Town Center
 - B-2 Neighborhood Business
 - B-3 General Business
 - O-S Office and Service District
 - Industrial

- Overlay Districts**
- Gary Avenue & North Avenue

Right Sizing Dimensional Standards

Geographic Information Systems analysis shows that reducing the minimum required lot area would make the standards in the UDO more reflective of existing development. For example, nearly 84% of properties in the R-2 District do not currently meet the existing lot area minimum of 15,000 square feet. The proposed lot area minimum of 10,000 square feet will be reflective of 61% of the existing properties. Similarly, nearly 66% of properties in the R-3 District do not currently meet the existing lot area minimum. The proposed 7,500 square foot lot area minimum will reduce that to only 22%.

Community Feedback

- Residential Area Workshop, April 2023
- Commercial and Industrial Area Workshop, April 2023
- Introductory Workshop with the Plan Commission and Zoning Board of Appeals, April 2023
- Preliminary Recommendations Workshop, June 2023
- Draft District Standards Workshop, August 2023
- Draft Zoning Map Workshop, November 2023
- Draft Use Specific, Development and Sign Standards Workshop, December 2023
- Draft Plan and Development, Administrative and Enforcement and Subdivision Standards Workshop, November 2023

Learn more about the update and review draft language on the City's website:
<https://www.carolstream.org/departments/community-development/zoning-comprehensive-plan/unified-development-ordinance-project>

Where should I send questions and comments?
 Please give any feedback you might have on the draft UDO to the Village's Planning and Economic Development Manager, Tom Parace.
EMAIL: Tom@carolstream.org
PHONE: (800) 371-6234

THANK YOU!

