

APPENDICES

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APPENDIX A

PUBLIC HEARING NOTICE REQUIREMENTS

Whenever a public hearing is required by this Ordinance, the following public hearing notice requirements shall apply:

- **Affidavit of Public Hearing Notice.** Whenever a public hearing is required, per Chapter 3 of this Ordinance, the applicant shall notify all of the owners of property within two hundred fifty (250) feet of the subject property, measured from the property line excluding rights-of-way, that a public hearing shall be held to consider the petition. Sample letters may be obtained from the Zoning Official. Such notice shall be mailed (certified) at least fifteen (15) days prior to the public hearing. The applicant shall file a notarized Affidavit of Notice to Owners of Adjacent Property (form provided by Zoning Official) before or at the public hearing, along with Return Receipts (green cards) or Electronic Delivery Confirmation Receipts. Incomplete public notice will require that the notice be reissued and, if necessary, that a new public hearing be scheduled.
- **List and Map of Surrounding Property Owners.** A list of property owners within two hundred fifty (250) feet of the perimeter of the site, excluding street rights-of-way, according to the last available tax records of the county. The list shall include the addresses and tax numbers of the properties, and the names and addresses of the owners of those properties. These are the properties the applicant is required to notify prior to the public hearing, per the Affidavit of Public Hearing Notice above described. This list should correspond to a scaled map showing the project site and properties within two hundred fifty (250) feet. This information may be included on the location map or submitted as a separate map.

APPENDIX B

SUBMISSION REQUIREMENTS FOR SITE PLANS

Note: These requirements may be waived in part by the Zoning Official where appropriate.

Plans and drawings shall be a minimum scale of one (1) inch equals forty (40) feet unless otherwise indicated. The maximum sheet size shall be twenty-four (24) inches by thirty-six (36) inches, and all plans shall be folded to approximately 8 ½" x 11". The following is required on all site plan drawings:

- Proposed name of the development (not duplicating the name of any plat recorded in Lake or Cook counties).
- Drawing Title and Sheet Title
- Exhibit Label. All submittals shall be labeled with an Exhibit Number and Label.
- Scale (engineering), in both numerals and graphic
- North arrow, designated as true north.
- Date of preparation of original drawing and date of any revisions.

Names, addresses, phone and fax numbers of the owner, subdivider, or developer having control of the site; name and professional seal of registered engineer and/or surveyor; and the name, professional seal, address, and phone number of site planner(s).

APPENDIX C

SUBMISSION REQUIREMENTS FOR ZONING CERTIFICATES

Note: These requirements may be waived in part by the Zoning Official where appropriate.

1. **Completed and signed Zoning Certificate application form.**
2. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
3. **Project Summary.** A written overview of the project and summary of evidence may be submitted in the form of a cover letter, which makes references to plans and exhibits. Where an item in the submission checklist provided by the Village does not apply, that fact should be clearly stated.
4. **Petition with Legal Description and Proof of Ownership.** A completed petition (form provided by the Zoning Official) is required for all submissions. The petition form shall be accompanied by a legal description of the property, as it appears on the deed. In addition, a current title and an Affidavit of Ownership (form provided by the Zoning Official) are required. If the owner's signature is not on the petition, a letter stating the owner's consent for the filing of the petition is also required. The Petition, Affidavit of Ownership, and letter from the owner shall be notarized.
5. **Location Map.** The map should be drawn at a scale of not less than one inch equals two hundred feet (1" = 200'), showing the site boundary lines, adjacent properties, alignments of existing streets, including zoning districts, floodplains, vegetation, and buildings within two hundred fifty (250) feet of the site.
6. **Legal Current Year Plat of Survey.** A certified, current plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:
 - Legal description of the site.
 - Acreage of the site.
 - Drawing of the site boundaries with metes and bounds indicated.
 - Property lines
 - Easements
 - Lot lines and area calculations.
 - Adjacent road rights-of-way
 - Overhead and underground utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)
7. **Detailed Site Plan** consisting of the following information:
 - General Site Plan Data. Site plan data shall be compiled to identify: net site area; total number of dwelling units, projected density, total floor area; floor area ratio; ground coverage of buildings; impervious surface coverage; maximum building height; numbers of buildings by building type; and sub-categories of data for each type of land use, if mixed use is proposed for the site.

- Existing Zoning and Uses. Existing zoning districts and current use of the land on the site and on adjacent property.
- Layout of Streets. Details showing right-of-way and pavement widths, proposed street names (unless the street is an extension of an already named street, in which event that name shall be used) and showing proposed through-streets extended to the boundaries of the development.
- Layout, Numbers, and Dimensions of Proposed Lots, Building Envelopes, and Uses. Layout, numbers, and typical dimensions of any subdivided lots and building locations to the nearest foot; and the proposed land use for each lot, parcel, or tract.
- Setbacks. Proposed setback lines and dimensions.
- Proposed Buildings. All proposed buildings, indicating their use, height, and number of units or floor area.
- Open Space Areas. Areas other than street right-of-way intended to be dedicated or reserved for open space or other public use and showing the approximate area in acres of open space areas.
- Sidewalks and Pedestrian Trails. Pedestrian facility information including dimensions of all sidewalks and pedestrian trails and pavement type.
- Parking and Loading. Parking and loading information including: number of parking/loading spaces required and provided; dimensions of all spaces and maneuvering aisles; number and location of barrier-free parking spaces; pavement details for all proposed parking and loading areas; and proposed methods of screening.
- Location and Screening of Waste Receptacles. Location of waste receptacle(s), and proposed method of screening. All dumpster enclosures shall be designed to be compatible with the building architecture.
- Screening of Ground-Mounted and Rooftop Mechanical Equipment. The proposed method of screening for all exterior mechanical equipment shall be shown on the building elevations (if rooftop) or the site plan (if ground mounted). All screening shall be designed to be architecturally compatible with the building.

APPENDIX D

SUBMISSION REQUIREMENTS FOR SITE PLAN REVIEWS, SPECIAL USES, AMENDMENTS AND PLANNED DEVELOPMENTS

Note: These requirements may be waived in part by the Zoning Official where appropriate.

1. **Completed and signed site plan review, ZBA or PC application form.**
2. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
3. **Project Summary.** A written overview of the project and summary of evidence may be submitted in the form of a cover letter, which makes references to plans and exhibits. Where an item in the submission checklist provided by the Village does not apply, that fact should be clearly stated.
4. **Petition with Legal Description and Proof of Ownership.** A completed petition (form provided by the Zoning Official) is required for all submissions. The petition form shall be accompanied by a legal description of the property, as it appears on the deed. In addition, a current title and an Affidavit of Ownership (form provided by the Zoning Official) are required. If the owner's signature is not on the petition, a letter stating the owner's consent for the filing of the petition is also required. The Petition, Affidavit of Ownership, and letter from the owner shall be notarized. Notwithstanding anything provided in this Zoning Ordinance to the contrary, a petition may be filed by a unit of local government, even when it does not own or have a substantial contractual interest in the subject property, provided that the unit of local government is a petitioner or co-petitioner.
5. **Location Map.** The map should be drawn at a scale of not less than one inch equals two hundred feet (1" = 200'), showing the site boundary lines, adjacent properties, alignments of existing streets, including zoning districts, floodplains, vegetation, and buildings within two hundred fifty (250) feet of the site.
6. **Legal Current Year Plat of Survey.** A certified, current plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:
 - Legal description of the site.
 - Acreage of the site.
 - Drawing of the site boundaries with metes and bounds indicated.
 - Property lines
 - Easements
 - Lot lines and area calculations.
 - Adjacent road rights-of-way
 - Overhead and underground utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)
7. **Detailed Site Plan** consisting of the following information:

- General Site Plan Data. Site plan data shall be compiled to identify: net site area; total number of dwelling units, projected density, total floor area; floor area ratio; ground coverage of buildings; impervious surface coverage; maximum building height; numbers of buildings by building type; and sub-categories of data for each type of land use, if mixed use is proposed for the site.
 - Existing Zoning and Uses. Existing zoning districts and current use of the land on the site and on adjacent property.
 - Layout of Streets. Details showing right-of-way and pavement widths, proposed street names (unless the street is an extension of an already named street, in which event that name shall be used) and showing proposed through-streets extended to the boundaries of the development.
 - Layout, Numbers, and Dimensions of Proposed Lots, Building Envelopes, and Uses. Layout, numbers, and typical dimensions of any subdivided lots and building locations to the nearest foot; and the proposed land use for each lot, parcel, or tract.
 - Setbacks. Proposed setback lines and dimensions.
 - Proposed Buildings. All proposed buildings, indicating their use, height, and number of units or floor area.
 - Open Space Areas. Areas other than street right-of-way intended to be dedicated or reserved for open space or other public use and showing the approximate area in acres of open space areas.
 - Sidewalks and pedestrian trails. Pedestrian facility information including dimensions of all sidewalks and pedestrian trails and pavement type.
 - Parking and Loading. Parking and loading information including: number of parking/loading spaces required and provided; dimensions of all spaces and maneuvering aisles; number and location of barrier-free parking spaces; pavement details for all proposed parking and loading areas; and proposed methods of screening.
 - Location and Screening of Waste Receptacles. Location of waste receptacle(s), and proposed method of screening. All dumpster enclosures shall be designed to be compatible with the building architecture.
 - Screening of Ground-Mounted and Rooftop Mechanical Equipment. The proposed method of screening for all exterior mechanical equipment shall be shown on the building elevations (if rooftop) or the site plan (if ground mounted). All screening shall be designed to be architecturally compatible with the building.
8. **Restrictions and Covenants.** A draft of proposed protective restrictions and covenants.
 9. **Declaration of Easements.** A draft of any declarations of easements relating to public improvements or common elements or facilities.
 10. **Construction Schedule.** A proposed construction schedule for all improvements.
 11. **Appraisal Report.** An appraisal report of site and surrounding properties before and after development is required for proposed developments exceeding one hundred thousand (100,000) square feet of floor area. The report shall include a tax impact study indicating all projected tax revenues as weighted against projected demands for services

from the applicable units of local government and the costs thereof. The estimated amount of increase in the total assessed valuation of the property should be included.

12. **Traffic Study.** A traffic impact study prepared by a registered professional engineer, qualified in traffic analysis, shall be required when the proposed use is likely to generate peak hour traffic volume or greater than one hundred (100) vehicles per hour or when otherwise requested by the Village Manager. Traffic impact studies shall be evaluated based on the number of vehicles per peak hour for the entire Village. However, consideration shall also be given to the time of peak operating periods, particularly when adjacent residential neighborhoods may be impacted.
13. **Endangered Species Sign-Off.** The Agency Action Report Form is provided by the Village, and shall be completed and sent to the Department of Natural Resources. A copy should be sent to the Village of Barrington Department of Economic and Community. A public hearing will not be scheduled by the Village until the DNR has sent a response to the Village.
14. **Natural Resources Information Report Request.** This report is required for project sites within Lake County. The form may be obtained from the Village. The original NIRR form and all other required materials and fees listed on the form should be sent to Lake County Soil and Water Conservation District (SWCD). A copy should be sent to the Village of Barrington Department of Economic and Community Development. A public hearing will not be scheduled by the Village until SWCD has reviewed the form and materials and has sent a Natural Resources Information Report to the Village.
15. **Natural Resources Inventory Report Application.** This report is required for project sites within Cook County. The form may be obtained from the Village. The original NRIRA form and all other required materials and fees listed on the form should be sent to North Cook County Soil and Water Conservation District (SWCD). A copy should be sent to the Village of Barrington Department of Economic and Community Development. A public hearing will not be scheduled by the Village until SWCD has reviewed the form and materials and has sent a Natural Resources Inventory Report to the Village.
16. **Environmental Reports.** Information about any hazardous pollution on the site is required to ensure that there is no threat to public safety during construction of the proposed structures of use of the site after construction. Any Environmental audits for the site, including Phase I or Phase II Reports, or any information that is on file with the Environmental Protection Agency shall be submitted for review by the Village. This information may not be necessary if a letter from EPA is provided stating that the site is considered clean by EPA standards.
17. **Tree Inventory and Preservation Plan**
 - Tree Inventory. A plan shall be provided to show the location, species name, condition, diameter breast height (as defined in the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington) of all trees on the property. This same information is also required for all public trees.
 - Tree Preservation Plan. A plan in the same scale as the site plan shall identify a) all trees that are to be preserved at their present location, destroyed, relocated, or replaced, and b) trees introduced into the development from an off-site source. The existing trees on the site which will be preserved shall be shown on this plan. Proposed trees may be shown on this plan or on the landscape plan. The plan shall indicate the specific tree protection measure to be utilized, including but not limited to auguring, root pruning, crown reduction, overhead clearance

pruning, and mulching. Areas for the storage of spoil or materials should also be shown on the plan. This information may be included on the tree inventory map, landscape plan, or on a separate plan. Any request for a mitigation plan shall be subject to the requirements and standards set forth in the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington.

If requested by the Director of Public Works, additional information listed under “**25) Preliminary Engineering Plan**” may be required to be included on the Tree Preservation Plan, as well.

18. **Landscape Plan.** This shall be prepared in the same scale as the site plan which distinguishes between existing landscaping which will be preserved and new landscape material which is proposed. Trees shall be planted within adjacent rights-of-way in accordance with the Subdivision Regulations. The landscape plan shall contain the following additional information:
 - All plant materials shall be listed in a summary list of the name, both botanical and common names, quantity, species, and size of all proposed plantings.
 - The location of existing buildings, structures, and plant materials on adjacent property within one hundred (100) feet of the site.
 - Existing and proposed grading of the site, including proposed berms, indicating contours, at one (1) foot intervals.
 - Specification of the type and boundaries of all proposed ground cover.
 - Elevations of all fences proposed for the site.
 - Planting details indicating the proposed method of installation for all plant materials and proposed method of tree protection to be utilized where trees are to be preserved on the site.
 - Proposed method of irrigation and maintenance plan for all landscaped areas.
19. **Photos of Surrounding Properties and Buildings.** If the site is vacant, photos of adjacent property on all sides shall be provided. If the site is improved, all sides of the building and adjacent property shall be provided. Color copies are acceptable.
20. **Site Lighting Plan.** A lighting plan shall be provided which consists of a photometric grid overlaid on the site plan which indicates the location of all proposed light fixtures and light intensity in foot candles throughout the site. In addition, the lighting plan shall provide design details of the exterior light sources including light color, type, height of light fixtures, method of shielding, and illustration of the design.
21. **Floor Plans.** Floor plans for existing and proposed buildings shall be provided, showing dimensions and floor area devoted to various uses within the building. Proposed additions to existing buildings should be clearly delineated. All building elevations shall be sealed and signed by the architect or engineer.
22. **Building Elevations.** Architectural renderings of all affected elevations of any proposed building(s) or major renovation or perspective drawings of the same. Alternatively, 8” x 10” photographs of an architectural model may be submitted with the petition. All building elevations shall be sealed and signed by the architect or engineer.
23. **Perspective Drawings.** Perspective drawings of the proposed structures and surrounding uses to show how the proposed uses will fit into the neighborhood. These shall include:

- Proposed buildings, in context with adjacent buildings, fences, landscaping, and streets or roadways.
 - Pedestrian eye-level views looking obliquely at outlines of the proposed buildings;
 - Eye level views for motorists of streetscapes.
- 24. Detailed Sign Elevations.** Elevations of the sign face(s) shall be prepared at a scale of not less than one (1) inch equals two (2) feet, and shall designate sign design, dimensions, materials, colors, lighting, and written/graphic message.
- 25. Preliminary Engineering Plan.** A preliminary engineering plan at the same scale as the site plan which indicates how the petitioner proposes to meet the requirements of the Village Storm Water Control Ordinance relative to drainage, stormwater, retention and erosion control during construction shall also be provided. The plan shall include the following:
- Existing sewers, water mains, wells, springs, seeps, culverts, septic systems, (including filter fields) or other underground facilities within the tract or adjacent to the tract, indicating pipe sizes, grades, manholes, and storm and sanitary sewer outfalls.
 - Location, size, and approximate grades of proposed sewers.
 - Proposed street grades.
 - Proposed location of water (for domestic and fire suppression service), gas, electric, and telephone outlets.
 - Soil borings, as required by the Village Engineer.
 - Contours at 1-foot intervals of the land to be subdivided and such adjoining land. Where its topography may effect the layout or drainage of the subdivision, said contours to be prepared by a registered engineer or surveyor, provided that contours at 5-foot intervals may be permitted if approved by the Zoning Official.
 - The flow lines of streams and other flood water runoff channels and their normal shorelines.
 - The shorelines of all established floor crest elevations as established by the Barrington Flood Plain Map.
 - Normal shorelines of lakes, ponds, swamps, and other detention basins.
 - Lines of inflow and outflow, if any.
 - Farm drains, inlets and outfalls, if any.
 - Profile drawings of each stream, channel, pond and basin showing elevations of the following:
 - a. Stream bed or flowline.
 - b. Channel banks, if any.
 - c. Waterway openings of existing culverts.
 - d. Size and elevation of outlets at the lakes or water course into which sewers and drains outfall.
 - e. Flood crest elevations.

f. Comprehensive drainage plan.

26. Annexation Plat and Petition. If the site is located partially or wholly outside the Village boundaries, a plat of annexation shall be prepared by a registered surveyor, which includes:

- Existing boundary lines of the Village.
- Existing boundary lines of other municipalities, if any.
- Metes and bounds of proposed annexation boundaries.
- Lot lines and area calculations.
- Existing road rights-of-way.

27. Preliminary Plat and Final Subdivision Plat. The preliminary plat shall contain the following:

- Proposed name of the subdivision.
- Location by township, section, town, and range, or by any other legal descriptions.
- Names and addresses of the developer.
- Plat scaled a minimum of one (1) inch equals one hundred (100) feet.
- Boundary line of proposed subdivision indicating by solid heavy line and the total approximate acreage encompassed thereby.
- Location, widths and names of all existing or prior platted streets or other public ways, railroads, and utility rights-of-way, parks and other open spaces (including area calculations), permanent buildings and structures, houses or permanent easements, and section and corporation lines, within or adjacent to the tract.
- Boundary lines of adjacent tracts of unsubdivided or subdivided land, showing ownership, where possible.
- Existing zoning of proposed subdivision and adjacent tracts in zoned areas.
- Layout of streets widths of rights-of-way and also the widths of cross-walks and easements.
- Layout, numbers, area calculations and dimensions of lots.
- Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in the subdivision.
- Building setback lines, showing dimensions.

Easements shall be provided for any and all public utilities where alleys are not provided. Proper continuity for the utilities from block to block shall be maintained.

APPENDIX E

SUBMISSION REQUIREMENTS FOR VARIATIONS AND APPEALS

Note: These requirements may be waived in part by the Zoning Official where appropriate.

Residential ZBA Submission Requirements: Variations & Appeals

1. **Completed and Signed Petition for Public Hearing with Legal Description and Proof of Ownership.** Attach the legal description of the property as it appears on the deed. A current title and an Affidavit of Ownership are required for proof of ownership. If the owner's signature is not on the petition, a letter stating the owner's consent for the filing of the petition is also required. The Petition, Affidavit of Ownership and letter from the owner must be notarized.
2. **Affidavit of Notice.** The applicant shall notify all of the owners of property within 250 feet of the subject property, measured from the property line excluding rights-of-way, that a public hearing shall be held to consider this Petition. Such notice must be mailed (Certified / Return-Receipt) at least fifteen (15) days prior to the public hearing. The applicant shall file a notarized Affidavit of Notice to Owners of Adjacent Property before or at the public hearing, along with certified mail receipts (green cards). Incomplete public notice will require that the notice be reissued and, if necessary, that a new Zoning Board of Appeals hearing be scheduled. Village staff will post a public hearing notification sign on the subject property approximately fifteen (15) days prior to the scheduled public hearing. Do not remove public hearing sign from your property; a Village staff person will be out after the public hearing to collect the signage.
3. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
4. **Project Summary.** A written overview of the project and summary of evidence shall be submitted in the form of a cover letter that makes reference to plans, exhibits and the standards for a variation or special use. When an item in the submittal checklist does not apply, clearly state that fact in the written summary. Please include justification for all standards listed for a special use or variation depending on what type of petition is being submitted.
5. **Legal Current Plat of Survey.** A certified plat of survey prepared by a surveyor including:
 - Legal Description of the site
 - Acreage
 - Property lines
 - Easements
 - Lot lines and area calculations
 - Adjacent road right-of-ways
 - Front, rear, interior and corner side yard setbacks from all sides of buildings
 - Drawing of the site boundaries with metes and bounds indicated
 - Overhead and Underground Utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)

6. **List and Map of Surrounding Property Owners.** A list of property owners within 250 feet of the perimeter of the site, excluding street right of ways, according to the last available tax records of the county. The list must include the addresses and property identification numbers (PIN #) of the properties, and the names and addresses of the owners of those properties. These are the properties you will have to notice prior to the public hearing. This list should correspond to a scaled map showing the project site and properties within 250 feet. This information may be included on the location map or submitted as a separate map.
7. **Construction Schedule.** A proposed construction schedule for all improvements. This may be included as part of the project summary.
8. **Photos of Surrounding Properties and Buildings.**
9. **Location Map.** The minimum scale of location map shall be one (1) inch equals two hundred (200) feet. The location map should clearly indicate the property in question and the adjacent properties including zoning districts, floodplains, vegetation and buildings within 250 feet of the site.
10. **Site Plan.** A site plan of minimum scale of one (1) inch equals forty (40) feet indicating the arrangement, location and setbacks of all proposed uses including buildings, signs, open space, driveways, decks and patios, walkways and easements.
11. **Building Elevations.** Architectural renderings of all elevations of any proposed building(s) or perspective drawings of the same. If your project is required to appear before the Architectural Review Commission contact the Department of Engineering and Building at (847) 304-3460, for information about additional submittal requirements.
12. **Floor Plans.**
13. **Tree Inventory.** For each tree twelve inches (12") diameter breast height (DBH) or larger, the Plan shall show location, species, trunk diameter at breast height (DBH), and condition. This same information is also required for all public trees regardless of size.
14. **Landscape Plan.** A landscaping plan prepared in the same scale as the revised site plan showing approximate location, common name of species, and size of all proposed plantings with a summary list of the quantity, species and size of all plantings shall also be provided. The plan shall distinguish between existing trees and landscaping that will be preserved and trees and landscaping that will be introduced into the development from an off-site source.
15. **Tree Preservation Plan.** A plan in the same scale of the site plan shall indicate the existing trees on the site that will be preserved and the required tree protection/construction envelope and erosion control fencing. This information may be included on the tree inventory map or landscaping plan or it may be submitted on a separate plan.
16. **Preliminary Engineering Plan.** A preliminary engineering plan at the same scale as the site plan, which indicates how the petitioner proposes to meet the requirements of the Village Ordinance relative to drainage, storm water retention and erosion control during construction shall also be provided. All engineering plans must include both the existing topography and the proposed topography for the project site. The plan shall include the following:
 - All existing and proposed utilities such as water mains, sanitary sewers or septic fields, storm sewers and all related services, structures and appurtenances shall be shown. Such info as size, type, slope and elevation shall be included.

- All existing and proposed public utilities including but not limited to electric, phone, cable and gas lines and related structures and appurtenances shall be shown.
- The proposed topography in one (1) foot contours is required for the entire site and any area adjacent to the proposed project that affects the site grading and drainage. Related spot grades shall be included at important areas such as break points and lot corners. Said contours are to be prepared by a registered engineer or surveyor.
- The proposed storm water detention plan and storm water management plan shall be submitted and/or shown on the plans. The related storm water overflow routes shall be shown.
- All information relating to wetlands, floodplains, floodways, or water of the US shall be clearly labeled and delineated on plan.
- Soil erosion and sediment controls shall be shown as appropriate and shall meet all local, county, state, and federal guidelines.
- Soil borings as required by the Department of Engineering and Building.
- Other documents, as appropriate, may be required by the Department of Engineering and Building based upon specific project requirements or unique location characteristics.

17. Architectural Review Submittals. If your project is required to appear before the Architectural Review Commission contact the Planner/Zoning Coordinator for information about additional submittal requirements. All properties located in the Historical Preservation Overlay District will be required to appear before the Architectural Review Commission.

Non-Residential ZBA Submission Requirements: Variations & Appeals

- 1. Completed and Signed Petition for Public Hearing with Legal Description and Proof of Ownership.** Attach the legal description of the property as it appears on the deed. A current title and an Affidavit of Ownership (Form No.1) are required for proof of ownership. If the owner's signature is not on the petition, a letter stating the owner's consent for the filing of the petition is also required. The Petition, Affidavit of Ownership and letter from the owner must be notarized.
- 2. Affidavit of Notice.** The applicant shall notify all of the owners of property within 250 feet of the subject property, measured from the property line excluding rights-of-way, that a public hearing shall be held to consider this Petition. Such notice must be mailed (Certified / Return-Receipt) at least fifteen (15) days prior to the public hearing. The applicant shall file a notarized Affidavit of Notice to Owners of Adjacent Property before or at the public hearing, along with certified mail receipts (green cards). Incomplete public notice will require that the notice be reissued and, if necessary, that a new Zoning Board of Appeals hearing be scheduled. Village staff will post a public hearing notification sign on the subject property approximately fifteen (15) days prior to the scheduled public hearing. Do not remove public hearing sign from your property; a Village staff person will be out after the public hearing to collect the signage.
- 3. Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.

4. **Project Summary.** A written overview of the project and summary of evidence shall be submitted in the form of a cover letter that makes reference to plans, exhibits and the standards for a variation or special use. When an item in the submittal checklist does not apply, clearly state that fact in the written summary. Please include justification for all standards listed for a special use or variation depending on what type of petition is being submitted.
5. **Legal Current Plat of Survey.** A certified plat of survey prepared by a surveyor including:
 - Legal Description of the site
 - Acreage
 - Property lines
 - Easements
 - Lot lines and area calculations
 - Adjacent road right-of-ways
 - Front, rear, interior and corner side yard setbacks from all sides of buildings
 - Drawing of the site boundaries with metes and bounds indicated
 - Overhead and Underground Utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)
6. **List and Map of Surrounding Property Owners.** A list of property owners within 250 feet of the perimeter of the site, excluding street right of ways, according to the last available tax records of the county. The list must include the addresses and property identification numbers (PIN #) of the properties, and the names and addresses of the owners of those properties. These are the properties you will have to notice prior to the public hearing. This list should correspond to a scaled map showing the project site and properties within 250 feet. This information may be included on the location map or submitted as a separate map.
7. **Construction Schedule.** A proposed construction schedule for all improvements. This may be included as part of the project summary.
8. **Photos of Surrounding Properties and Buildings.**
9. **Location Map.** The minimum scale of location map shall be one (1) inch equals two hundred (200) feet. The location map should clearly indicate the property in question and the adjacent properties including zoning districts, floodplains, vegetation and buildings within 250 feet of the site.
10. **Site Plan.** A site plan of minimum scale of one (1) inch equals forty (40) feet indicating the arrangement, location and setbacks of all proposed uses including buildings, signs, open space, driveways, decks and patios, walkways and easements.
11. **Building Elevations.** Architectural renderings of all elevations of any proposed building(s) or perspective drawings of the same. If your project is required to appear before the Architectural Review Commission contact the Department of Engineering and Building for information about additional submittal requirements.
12. **Architectural Design Standards.** Buildings within the Village of Barrington have a variety of architectural styles. In order to encourage such variety, each building proposed as part of a special use should be true to the specific architectural style chosen by the developer. Any proposed special use should consider the architectural styles of

those buildings in the immediate vicinity of the site. Any proposed building should either be compatible with the architecture of the existing buildings in the vicinity or an appropriate landscape buffer should be provided to visually contrasting architectural styles. Refuse enclosures as well as both ground-based and roof-based mechanical and electrical equipment, shall be screened in material and a style compatible with the proposed building.

13. **Floor Plans.**
14. **Tree Inventory.** For each tree twelve inches (12") diameter breast height (DBH) or larger, the Plan shall show location, species, trunk diameter at breast height (DBH), and condition. This same information is also required for all public trees regardless of size.
15. **Landscape Plan.** A landscaping plan prepared in the same scale as the revised site plan showing approximate location, common name of species, and size of all proposed plantings with a summary list of the quantity, species and size of all plantings shall also be provided. The plan shall distinguish between existing trees and landscaping that will be preserved and trees and landscaping that will be introduced into the development from an off-site source.
16. **Tree Preservation Plan.** A plan in the same scale of the site plan shall indicate the existing trees on the site that will be preserved and the required tree protection/construction envelope and erosion control fencing. This information may be included on the tree inventory map or landscaping plan or it may be submitted on a separate plan.
17. **Preliminary Engineering Plan.** A preliminary engineering plan at the same scale as the site plan, which indicates how the petitioner proposes to meet the requirements of the Village Ordinance relative to drainage, storm water retention and erosion control during construction shall also be provided. All engineering plans must include both the existing topography and the proposed topography for the project site. The plan shall include the following:
 - All existing and proposed utilities such as water mains, sanitary sewers or septic fields, storm sewers and all related services, structures and appurtenances shall be shown. Such info as size, type, slope and elevation shall be included.
 - All existing and proposed public utilities including but not limited to electric, phone, cable and gas lines and related structures and appurtenances shall be shown.
 - The proposed topography in one (1) foot contours is required for the entire site and any area adjacent to the proposed project that affects the site grading and drainage. Related spot grades shall be included at important areas such as break points and lot corners. Said contours are to be prepared by a registered engineer or surveyor.
 - The proposed storm water detention plan and storm water management plan shall be submitted and/or shown on the plans. The related storm water overflow routes shall be shown.
 - All information relating to wetlands, floodplains, floodways, or water of the US shall be clearly labeled and delineated on plan.
 - Soil erosion and sediment controls shall be shown as appropriate and shall meet all local, county, state, and federal guidelines.
 - Soil borings as required by the Department of Engineering and Building.

- Other documents, as appropriate, may be required by the Department of Engineering and Building based upon specific project requirements or unique location characteristics.

18. Architectural Review Submittals. If your project is required to appear before the Architectural Review Commission contact the Planner/Zoning Coordinator for information about additional submittal requirements. All properties located in the Historical Preservation Overlay District will be required to appear before the Architectural Review Commission.

APPENDIX F

SUBMISSION REQUIREMENTS FOR ARCHITECTURAL REVIEW COMMISSION CERTIFICATES OF APPROVAL AND CERTIFICATES OF APPROPRIATENESS (HISTORIC & NON-HISTORIC)

Note: These requirements may be waived in part by the Zoning Official where appropriate.

HISTORIC Architectural Review Submission Requirements: Certificate of Approval or Certificate of Appropriateness

1. **Cover Letter.** The letter should explain the overall scope of the project, style of the building, and typical materials used (siding, roofing, windows, doors and trim). The letter should also address all comments and direction given by the ARC at the preliminary meeting.
2. **Application for Certification.** Completed and signed ARC application form.
3. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
4. **Proof of Ownership.** An Affidavit of Ownership is required for proof of ownership. If the owner's signature is not of the petition, a letter stating the owner's consent for the filing of the petition is also required. The Affidavit of Ownership must be notarized.
5. **Location Map.** The map should show the site boundary lines, adjacent properties and streets, sufficient to orient the Commission to the project's location.
6. **Legal Plat of Survey.** A certified, plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:
 - Legal description of the site.
 - Drawing of the site boundaries with metes and bounds indicated.
 - Property lines
 - Easements
 - Adjacent road rights-of-way
7. **Detailed Site Plan.** The site plan should include all existing and proposed buildings, structures and their setbacks.
8. **Photos of Surrounding Properties and Buildings.** If the site is vacant, photos of adjacent property on all sides shall be provided. If the site is improved, all sides of the building and adjacent property shall be provided.
9. **Architectural Drawings.** Architectural drawings of all affected elevations of any proposed building(s) or major renovation. Typically, elevation views are most important, but floor plans should also be included if they are important for justifying/explaining a building's exterior shape or style. For all drawings submitted, it is important to clearly delineate additions to existing buildings, and all drawings must be labeled and dated.
10. **Architectural Renderings.** Architectural renderings of all affected elevations of any proposed building(s) or major renovation. While not required, architectural renderings

may be included if they are important for justifying/explaining a building's exterior shape and style.

11. **Specifications for Building Details.** Detailed drawings or contractors' specifications for: siding and trim, rake/cornices, soffit and fascia, windows/doors and associated trim, doors, signs/awnings, fences, light fixtures, columns and other architectural features. If requested by the ARC, the petitioner may be required to provide accurate cost estimates prepared by a certified contractor, architect, or other historic restoration expert for proposed building details and other improvements.
12. **Building Material Samples.** Samples of all building materials shall be presented at the Architectural Review Commission meeting(s). Such materials may include, but not be limited to: bricks, roofing, siding, doors and windows.

NON-HISTORIC Architectural Review Submission Requirements: **Certificate of Approval or Certificate of Appropriateness**

1. **Cover Letter.** The letter should explain the overall scope of the project, style of the building, and typical materials used (siding, roofing, windows, doors and trim). The letter should also address all comments and direction given by the ARC at the preliminary meeting.
2. **Application for Certification.** Completed and signed ARC application form.
3. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
4. **Location Map.** The map should show the boundaries of the property, adjacent properties and streets, sufficient to orient the Commission to the project's location.
5. **Legal Plat of Survey.** A certified, plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:
 - Legal description of the site.
 - Drawing of the site boundaries with metes and bounds indicated.
 - Property lines
 - Easements
 - Adjacent road rights-of-way
6. **Detailed Site Plan** consisting of the following information:
 - **General Site Plan Data.** Site plan data shall be compiled to identify; total number of dwelling units; ground coverage of buildings; maximum building height; and numbers of buildings by building type.
 - **Existing Zoning and Uses.** Existing zoning districts and current use of the land on the site and on adjacent property.
 - **Layout of Streets.** Details showing right-of-way and pavement widths, proposed street names (unless the street is an extension of an already named street, in which event that name shall be used) and showing proposed through-streets extended to the boundaries of the development.
 - **Layout, Numbers, and Dimensions of Proposed Lots, Building Envelopes, and Uses.** Layout, numbers, and typical dimensions of any subdivided lots and

building locations to the nearest foot; and the proposed land use for each lot, parcel, or tract.

- Setbacks. Proposed setback lines and dimensions.
- Proposed Buildings. All proposed buildings, indicating their use, and height.
- Open Space Areas. Areas other than street right-of-way intended to be dedicated or reserved for open space or other public use and showing the approximate area in acres.
- Sidewalks and pedestrian trails. Pedestrian facility information including: dimensions of all sidewalks and pedestrian trails and pavement type.
- Parking and Loading. A plan depicting parking and loading information.
- Location and Screening of Waste Receptacles. Location of waste receptacle(s), and proposed method of screening. All dumpster enclosures shall be designed to be compatible with the building architecture.
- Screening of Ground-Mounted and Rooftop Mechanical Equipment. The proposed method of screening for all exterior mechanical equipment shall be shown on the building elevations (if rooftop) or the site plan (if ground mounted). All screening shall be designed to be architecturally compatible with the building.

7. **Landscape Plan.** Prepared in the same scale as the site plan which distinguishes between existing landscaping which will be preserved and new landscape material which is proposed. Trees shall be planted within adjacent rights-of-way in accordance with the Subdivision Control Ordinance. The landscape plan shall contain the following additional information:

- All plant materials shall be listed in a summary list of the name, both botanical and common names, quantity, species, and size of all proposed plantings.
- The location of existing buildings, structures, and plant materials on adjacent property within 100 feet of the site.
- Existing and proposed grading of the site, including proposed berms, indicating contours, at one (1) foot intervals.
- Specification of the type and boundaries of all proposed ground cover.
- Elevations views of all fences proposed for the site.

8. **Photos of Property and Surrounding Properties and Buildings.** If the site is vacant, photos of adjacent property on all sides shall be provided. If the site is improved, all sides of the building and adjacent property shall be provided. Color copies are acceptable.

9. **Floor Plans.** Floor plans for existing and proposed buildings shall be provided, showing dimensions and floor area devoted to various uses within the building. Proposed additions to existing buildings should be clearly delineated.

10. **Architectural Drawings.** Architectural drawings of all affected elevations of any proposed building(s) or major renovation.

11. **Architectural Renderings.** Architectural renderings of all affected elevations of any proposed building(s) or major renovation.

- 12. Specifications for Building Details.** Detailed drawings or contractors' specifications for: siding and trim, rake/cornices, soffit and fascia, windows/doors and associated trim, doors, signs/awnings, fences, light fixtures, columns and other architectural features.
- 13. Building Material Samples.** Samples of all building materials shall be presented at the Architectural Review Commission meeting(s). Such materials may include, but not be limited to all paint and finish color samples, bricks, roofing, siding, and windows.

APPENDIX G

SUBMISSION REQUIREMENTS FOR ARCHITECTURAL REVIEW CERTIFICATES OF ECONOMIC HARDSHIP

Note: These requirements may be waived in part by the Zoning Official where appropriate.

1. **Completed and signed ARC application form.**
2. **Application Fee.** An application fee as indicated in Appendix N (Fee Schedule) shall accompany all applications.
3. **Requested Previously Submitted Information.** Because a Certificate of Economic Hardship could only be applied for following denial of a Certificate of Appropriateness, ARC should have most of the site plan information. However, the applicant would be required to resubmit any information requested by ARC for review of the Certificate of Economic Hardship application.
4. **Economic Information.** The following economic information shall be required, as requested by the ARC:
 - **The assessed value** of the property, structure, site or object for the two (2) most recent assessments.
 - **Real property taxes** for the previous two (2) years.
 - The amount paid for the property, structure, site or object by the owner, the date of purchase and the party from whom purchased, including a description of the relationship, if any, between the owner and the person from whom the property was purchased.
 - The current balance of any mortgages or any other financing secured by the property, structure, site or object, and the annual debt service, if any, for the previous two (2) years.
 - All appraisals obtained within the previous two (2) years by the owner or applicant in connection with purchase, offerings for sale, financing or ownership of the property, structure, site or object.
 - All listings of the property, structure, site or object for sale or rent, price asked and offers received, if any, within the previous four (4) years.
 - All studies commissioned by the owner as to profitable renovation, rehabilitation or utilization of any structures or objects on the property for alternative use.
 - For income producing property or structures, itemized income and expense statements from the property or structures for the previous two (2) years.
 - Estimates, prepared by general contractors licensed by the Village or licensed architects, of the cost of the proposed alteration, construction, demolition or relocation and an estimate of any additional cost that would be incurred to comply with the recommendations of the Architectural Review Commission for changes necessary for it to approve a certificate of appropriateness.
 - Form of ownership or operation of the property, structure, site or object whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture or other.

- Any other information, documentation or evidence as the Architectural Review Commission determines to be necessary to its application of the standard in subsection “2” above.

WHERE APPLICABLE, THE INFORMATION, EVIDENCE OR DOCUMENTATION REQUESTED BY THE ARCHITECTURAL REVIEW COMMISSION OR PROVIDED BY THE APPLICANT SHALL BEAR THE IMPRINT OF THE PROFESSIONAL SEAL OF THE INDIVIDUAL PREPARING SUCH INFORMATION, EVIDENCE OR DOCUMENTATION.

APPENDIX H

APPEARANCE CODE

A. DEFINITIONS

1. Appearance: The outward aspect visible to the public.
2. Appurtenances: The visible, functional objects accessory to and part of buildings.
3. Architectural Character: The composite of aggregate of the characteristics of structure, form, materials, and function of a building, group of buildings, or other architectural composition.
4. Architectural Concept: The basic aesthetic idea of a building, or group of buildings or structures, including the site and landscape development, which produces the architectural character.
5. Architectural Feature: A prominent or significant part or element of a building, structure, or site.
6. Architectural Style: The characteristic form and detail, as of buildings of a particular historic period.
7. Berm: A raised form of earth to provide screening or to improve the aesthetic character.
8. Code: The Village of Barrington Code.
9. Cohesiveness: Unity of composition between design elements of a building or a group of buildings, and the landscape development.
10. Compatibility: Harmony in the appearance of two or more buildings, structures, and landscape developments in the same vicinity.
11. Conservation: The protection and care which prevent destruction or deterioration of historical or otherwise significant structures, buildings, or natural resources.
12. Decorative Screen: A wall or fence intended to partially or entirely cut off visibility to the area behind it.
13. Exterior Building Component: An essential and visible part of the exterior of a building.
14. External Design Feature: The general arrangement of any portion of a building site or structure. This includes the kind, color and texture of building materials of such portion, and the type of roof, windows, doors, lights and other fixtures, appurtenant to such portions, as will be open to view from any street, place or way.
15. Graphic Element: A letter, illustration, symbol, figure, insignia, or other device employed to express and illustrate a message or part thereof.

16. Harmony: A quality which produces an aesthetically pleasing whole as in an arrangement of varied architectural and landscape elements.
17. Landscape: Elements of nature, topography, buildings, and other manmade objects combined in relation to one another.
18. Logic of Design: Accepted principles and criteria of validity in the solution of the problem of design.
19. Mechanical Equipment: Equipment, devices and accessories, the use of which relates to water supply, drainage, heating, ventilating, air conditioning, and similar purposes.
20. Miscellaneous Structures: Structures, other than buildings, visible from public ways. Examples are: memorials, stagings, antennae, water tanks and towers, sheds, shelters, fences and walls, kennels, transformers, drive-up facilities.
21. Plant Materials: Trees, shrubs, vines, ground covers, grass, perennials, annuals, and bulbs.
22. Proportion: Relationship of parts of a building, landscape, structures, or buildings to each other and to the whole – balance.
23. Rules of Procedure: Regulations adopted by the Architectural Review Commission for the administration of duties delegated by the legislative authority.
24. Scale: Harmonious relationship of the size of parts to one another and to the human figure.
25. Screening: Structure or planting which conceals from view from public ways the area behind such structure or planting.
26. Shrub: A multi-stemmed woody plant other than a tree.
27. Site Break: A structural or landscape device to interrupt long vistas and create visual interest in a site development.
28. Street Hardware: Manmade objects other than buildings which are part of the streetscape. Examples are: lamp posts, utility poles, traffic lights, traffic signs, benches, litter containers, planting containers, letter boxes, fire hydrants, newspaper vending boxes.
29. Streetscape: The scene as may be observed along a public street or way composed of natural and manmade components, including buildings, paving, planting, street hardware, and miscellaneous structures.
30. Utilitarian Structure: A structure or enclosure relating to mechanical or electrical services to a building or development.
31. Utility Hardware: Devices such as poles, crossarms, transformers and vaults, gas pressure regulating assemblies, hydrants, and buffalo boxes that are used for water, gas, oil, sewer, and electrical services to a building or a project.

32. Utility Service: Any device, including wire, pipe, and conduit which carries gas, water, electricity, oil, and communications into a building or development.

B. STANDARDS FOR APPEARANCE:

1. The purpose of these standards is to establish a designed objective of those items, which affect the physical aspect of the Village of Barrington's environment. Pertinent to appearance is the design of the site, building and structures, planting, street hardware, and miscellaneous other objects which are observed by the public.
2. These criteria are not intended to restrict imagination, innovation, or variety, but rather to assist in focusing on design principles, which can result in creative solutions that will develop a satisfactory visual appearance within the city, preserve taxable values, and promote the public health, safety and welfare.

a. **RELATIONSHIP OF BUILDINGS TO SITE**

- i. The site shall be planned to accomplish a desirable transition with the streetscape, and to provide for adequate planting, safe pedestrian movement, and parking areas.
- ii. Site planning in which setbacks and yards are in excess of zoning restrictions is encouraged to provide an interesting relationship between buildings.
- iii. Parking areas shall be treated with decorative elements, building wall extensions, plantings, berms, or other innovative means so as to largely screen parking areas from view from public ways.
- iv. Without restricting the permissible limits of the applicable zoning district, the height and scale of each building shall be compatible with its site and existing (or allowed) adjoining buildings.
- v. Newly installed utility services, and service revisions necessitated by exterior alteration, shall be underground.

b. **RELATIONSHIP OF BUILDINGS AND SITE TO ADJOINING AREA**

- i. Adjacent buildings of different architectural styles shall be made compatible by such means as screens, sight breaks, and materials.
- ii. Attractive landscape transition to adjoining properties shall be provided.
- iii. Harmony in texture, lines, and masses is required. Monotony shall be avoided.

c. **LANDSCAPE AND SITE TREATMENT**

Landscape elements included in these criteria consist of all forms of planting and vegetation, ground forms, rock groupings, water patterns, and all visible construction except buildings and utilitarian structures.

- i. Where natural or existing topographic patterns contribute to beauty and utility of a development, they shall be preserved and developed to the greatest extent possible. Modification to topography will be permitted where it contributes to good appearance.
- ii. Grades of walks, parking spaces, terraces, and other paved areas shall provide an inviting and stable appearance for walking and, if seating is provided, for sitting.
- iii. Landscape treatment shall be provided to enhance architectural features, strengthen vistas and important axes and to provide shade. Spectacular effects shall be reserved for special locations only.
- iv. Unity of design shall be achieved by repetition of certain plan varieties and other materials, and by correlation with adjacent developments.
- v. Plant material shall be selected for interest in its structure, texture, and color, and for its ultimate growth. Plants that are indigenous to the area and other that will be hardy, harmonious to the design, and of good appearance, shall be used.
- vi. In locations where plants will be susceptible to injury by pedestrian or motor traffic, they shall be protected by appropriate curbs, tree guards, or other devices.
- vii. Parking areas and traffic ways shall be enhanced with landscaped spaces containing trees or tree groupings.
- viii. Where building site limit planting, the placement of trees in parkways or paved areas is encouraged.
- ix. Screening of service yards, and other places, which tend to be unsightly, shall be accomplished by use of walls, fencing, planting, or combinations of these. Screening shall be equally effective in winter and summer.
- x. In areas where general planting will not prosper, other materials such as fences, walls, and pavings of wood, brick, stone, gravel, and cobbles, shall be used. Carefully selected plants shall be combined with such materials where possible.
- xi. Exterior lighting, when used, shall enhance the building design and the adjoining landscape. Lighting standards and building fixtures shall be of a design and size compatible with the building and adjacent areas. Lighting shall be restrained in design, and excessive brightness avoided.

d. **BUILDING DESIGN**

- i. Architectural style is not restricted. Evaluation of appearance of a project shall be based on quality of its design and relationship to surroundings.

- ii. Buildings shall have compatible scale and be in harmonious conformance with permanent neighboring development.
- iii. Materials:
 - a) Materials shall be selected for harmony of the building and adjoining buildings.
 - b) Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings shall have the same materials, or those, which are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.
 - c) Materials shall be of durable and permanent quality.
 - d) In any design in which the structural frame is exposed to view, the structural materials shall be compatible within themselves and harmonious to their surroundings.
 - e) Materials, which are natural and indigenous to the area, are preferred.
- iv. Building components – such as windows, doors, eaves, and parapets, shall have good proportions and relationships to one another and to the architectural style.
- v. Colors shall be harmonious and shall use only compatible accents.
- vi. Mechanical equipment or other utility hardware on roof, ground or building shall be screened from public view with materials harmonious with the building, or they shall be so located as not to be visible from any public ways.
- vii. Exterior lighting shall be part of the architectural concept. Fixtures, standards, and all exposed accessories shall be harmonious with building design.
- viii. Refuse and waste removal areas, service yards, storage yards, and exterior work areas shall be screened from view from public ways, using materials as stated in criteria for equipment screening.
- ix. Monotony of design in single or multiple building projects shall be avoided. Variation of detail, form, and siting shall be used to provide visual interest. In multiple building projects, variable siting or individual buildings may be used to prevent a monotonous appearance.

e. **MISCELLANEOUS STRUCTURES AND STREET HARDWARE**

- i. Miscellaneous structures and street hardware shall be designed to be part of the architectural concept and landscape scheme. Materials shall be compatible with buildings, scale shall be proportionate to the main structures, colors shall be in harmony with buildings and surroundings, and proportions shall be attractive.
- ii. Lighting in connection with miscellaneous structures and street hardware shall meet the criteria applicable to site, landscape and buildings.

f. **MAINTENANCE – PLANNING AND DESIGN FACTORS**

- i. Continued good appearance depends upon the extent and quality of maintenance. The choice of materials and their use, together with the types of finishes and other protective measures, must be conducive to easy maintenance and upkeep.
- ii. Materials and finishes shall be selected for their durability and wear as well as for their beauty. Proper measures and devices shall be incorporated for protection against the elements, neglect, damage, and abuse.
- iii. Provision for washing and cleaning of buildings and structures, and control of dirt and refuse, shall be included in the design. Configurations that tend to catch and accumulate debris, leaves, trash, dirt and rubbish shall be avoided.

g. **FACTORS FOR EVALUATION**

The following factors and characteristics which affect the appearance of a development will govern the Architectural Review Commission's evaluation of a design submission:

- i. Conformance with the Appearance Code.
- ii. Logic of design.
- iii. Exterior space utilization.
- iv. Architectural character.
- v. Attractiveness.
- vi. Material selection.
- vii. Harmony and compatibility.
- viii. Circulation – vehicular and pedestrian.
- ix. Maintenance aspects.

C. RELATIONSHIP TO OTHER ORDINANCES

Nothing herein contained shall be deemed or construed to amend, modify or otherwise alter or abrogate the provisions of any other ordinance of this Village. In the event of a conflict between the requirements of this Code and the other provisions of this Zoning Ordinance or those of any other ordinance of this Village, the latter shall prevail and control.

APPENDIX I

STANDARDS FOR ABOVEGROUND STORAGE TANKS

1. There shall be no more than one aboveground tank for the storage of combustible or flammable liquids on any zoning lot.
2. Such tanks shall not exceed a capacity of two thousand five hundred (2,500) gallons.
3. Such tanks shall be located not less than fifty (50) feet from any and all property lines, buildings, or other habitable structures.
4. Such tanks shall be located not less than one hundred (100) feet from any residentially zoned property.
5. Such tanks shall be double-walled, shall be thermally insulated, shall provide secondary containment, shall provide automatic leak monitoring and automatic venting, shall have a two (2) hour fire rating, and shall be part of an assembly bearing the Underwriters Laboratories 2085 Listing.
6. Such tanks shall be equipped with bollards or other impact protection as approved by the Barrington Fire Department.
7. Such tanks shall be screened with fencing and/or landscaping, which screening shall be subject to approval by a Certificate of Approval if determined to be necessary by the Zoning Official and by the Barrington Fire Department, balancing the needs of aesthetic and fire protection issues.
8. Such tanks and its fueling area shall be located on a concrete slab, to provide for stability of the tank and better containment of spilled fuels.

APPENDIX J

SUBMISSION REQUIREMENTS FOR SITE DEVELOPMENT PERMITS

Note: For all documents provided with site development permit applications, four (4) sets shall be provided. The Building Official or Zoning Official may waive part of the below requirements where deemed appropriate.

- 1. Completed Permit Application Form.**
- 2. Legal Current Year Plat of Survey.** A certified, current plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:
 - Legal description of the site.
 - Acreage of the site.
 - Drawing of the site boundaries with metes and bounds indicated.
 - Property lines
 - Easements
 - Lot lines and area calculations.
 - Adjacent road rights-of-way
 - Overhead and underground utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)
- 3. Detailed Site Plan** consisting of the following information:
 - General Site Plan Data. Site plan data shall be compiled to identify net site area.
 - Existing Zoning and Uses. Existing zoning districts and current use of the land on the site and on adjacent property.
 - Open Space Areas. Areas other than street right-of-way intended to be dedicated or reserved for open space or other public use and showing the approximate area in acres of open space areas.
 - Sidewalks and pedestrian trails. Pedestrian facility information including: dimensions of all sidewalks and pedestrian trails and pavement type.
- 4. Environmental Reports.** Information about any hazardous pollution on the site is required to ensure that there is no threat to public safety during construction of the proposed structures or use of the site after construction. Any Environmental audits for the site, including Phase I or Phase II Reports, or any information that is on file with the Environmental Protection Agency shall be submitted for review by the Village. This information may not be necessary if a letter from EPA is provided stating that the site is considered clean by EPA standards.

5. Tree Inventory and Preservation Plan

- Tree Inventory. A plan shall be provided to show existing trees on the site. For each tree six (6) inches in diameter breast height (DBH) or larger, the tree inventory shall show the location, species, trunk diameter at breast height (DBH), and condition. This same information is also required for all public trees, regardless of size. The Village may provide that the tree survey exclude those portions of the site that it determines will not be affected by development activity.
- Tree Preservation Plan. A plan in the same scale as the site plan shall distinguish between a) existing trees that are to be preserved at their present location, destroyed, relocated, and replaced, and b) trees introduced into the development from an off-site source. Proposed trees may be shown on this plan or on the landscape plan. The existing trees on the site which will be preserved and the required tree protection/construction envelope and erosion control fencing shall also be shown on the this plan. The plan shall indicate the specific tree protection measure to be utilized, including but not limited to auguring, root pruning, crown reduction, overhead clearance pruning, and mulching. Areas for the storage of spoil or materials should also be shown on the plan. This information may be included on the tree inventory map, landscape plan, or on a separate plan.

If requested by the Director of Public Works, additional information listed under “7) Preliminary Engineering Plan” may be required to be included on the Tree Preservation Plan, as well.

6. Landscape Plan prepared in the same scale as the site plan which distinguishes between existing landscaping which will be preserved and new landscape material which is proposed. Trees shall be planted within adjacent rights-of-way in accordance with the Subdivision Control Ordinance. The landscape plan shall contain the following additional information:

- All plant materials shall be listed in a summary list of the name, both botanical and common names, quantity, species, and size of all proposed plantings.
- The location of existing buildings, structures, and plant materials on adjacent property within one hundred (100) feet of the site.
- Existing and proposed grading of the site, including proposed berms, indicating contours, at one (1) foot intervals.
- Specification of the type and boundaries of all proposed ground cover.
- Elevations of all fences proposed for the site.
- Planting details indicating the proposed method of installation for all plant materials and proposed method of tree protection to be utilized where trees are to be preserved on the site.
- Proposed method of irrigation and maintenance plan for all landscaped areas.

7. Engineering Plan. A preliminary engineering plan at the same scale as the site plan which indicates how the petitioner proposes to meet the requirements of the Village Ordinance relative to drainage, stormwater, retention and erosion control during construction shall also be provided. The plan shall include the following:

- Existing sewers, water mains, wells, springs, seeps, culverts, septic systems, (including filter fields) or other underground facilities within the tract or

adjacent to the tract, indicating pipe sizes, grades, manholes, and storm and sanitary sewer outfalls.

- Location, size, and approximate grades of proposed sewers.
 - Proposed street grades.
 - Proposed location of water (for domestic and fire suppression service), gas, electric, and telephone outlets.
 - Soil borings, as required by the Village Engineer.
 - Contours at one (1) foot intervals of the land to be subdivided and such adjoining land. Where its topography may effect the layout or drainage of the subdivision, said contours to be prepared by a registered engineer or surveyor, provided that contours at five (5) foot intervals may be permitted if approved by the Zoning Official.
 - The flow lines of streams and other flood water runoff channels and their normal shorelines.
 - The shorelines of all established floor crest elevations as established by the Barrington Flood Plain Map.
 - Normal shorelines of lakes, ponds, swamps, and other detention basins.
 - Lines of inflow and outflow, if any.
 - Farm drains, inlets and outfalls, if any.
 - Profile drawings of each stream, channel, pond and basin showing elevations of the following:
 - a. Stream bed or flow line.
 - b. Channel banks, if any.
 - c. Waterway openings of existing culverts.
 - d. Size and elevation of outlets at the lakes or water course into which sewers and drains outfall.
 - e. Flood crest elevations.
 - f. Comprehensive drainage plan.
- 8. Restrictions and Covenants.** A draft of proposed protective restrictions and covenants.
- 9. Declaration of Easements.** A draft of any declarations of easements relating to public improvements or common elements or facilities.
- 10. Construction Schedule.** A proposed construction schedule for all improvements.

APPENDIX K

SUBMISSION REQUIREMENTS FOR BUILDING PERMITS

Note: For all documents provided with building permit applications, five (5) sets shall be provided. The Building Official or Zoning Official may waive part of the below requirements where deemed appropriate.

1. Completed Construction Permit Application Form.

2. Legal Current Year Plat of Survey. A certified, current plat of survey (boundary survey) prepared by a land surveyor registered in the state. The survey shall consist of the following information:

- Legal description of the site.
- Acreage of the site.
- Drawing of the site boundaries with metes and bounds indicated.
- Property lines
- Easements
- Lot lines and area calculations.
- Adjacent road rights-of-way
- Overhead and underground utilities (sanitary sewer, water main, storm sewer, electric, telephone, gas, cable television, and street lights)

3. Detailed Site Plan consisting of the following information:

- General Site Plan Data. Site plan data shall be compiled to identify: net site area; total number of dwelling units, projected density, total floor area; floor area ratio; daylight plane information, ground coverage of buildings; impervious surface coverage; maximum building height; numbers of buildings by building type; and sub-categories of data for each type of land use, if mixed use is proposed for the site.
- Existing Zoning and Uses. Existing zoning districts and current use of the land on the site and on adjacent property.
- Layout of Streets. Details showing right-of-way and pavement widths, proposed street names (unless the street is an extension of an already named street, in which event that name shall be used) and showing proposed through-streets extended to the boundaries of the development.
- Layout, Numbers, and Dimensions of Proposed Lots, Building Envelopes, and Uses. Layout, numbers, and typical dimensions of any subdivided lots and building locations to the nearest foot; and the proposed land use for each lot, parcel, or tract.
- Setbacks. Proposed setback lines and dimensions.
- Proposed Buildings. All proposed buildings, indicating their use, height, and number of units or floor area.

- Open Space Areas. Areas other than street right-of-way intended to be dedicated or reserved for open space or other public use and showing the approximate area in acres of open space areas.
 - Sidewalks and pedestrian trails. Pedestrian facility information including: dimensions of all sidewalks and pedestrian trails and pavement type.
 - Parking and Loading. Parking and loading information including: number of parking/loading spaces required and provided; dimensions of all spaces and maneuvering aisles; number and location of barrier-free parking spaces; pavement details for all proposed parking and loading areas; and proposed methods of screening.
 - Location and Screening of Waste Receptacles. Location of waste receptacle(s), and proposed method of screening. All dumpster enclosures shall be designed to be compatible with the building architecture.
 - Screening of Ground-Mounted and Rooftop Mechanical Equipment. The proposed method of screening for all exterior mechanical equipment shall be shown on the building elevations (if rooftop) or the site plan (if ground mounted). All screening shall be designed to be architecturally compatible with the building.
- 4. Landscape Plan** prepared in the same scale as the site plan which distinguishes between existing landscaping which will be preserved and new landscape material which is proposed. Trees shall be planted within adjacent rights-of-way in accordance with the Subdivision Control Ordinance. The landscape plan shall contain the following additional information:
- All plant materials shall be listed in a summary list of the name, both botanical and common names, quantity, species, and size of all proposed plantings.
 - The location of existing buildings, structures, and plant materials on adjacent property within one hundred (100) feet of the site.
 - Existing and proposed grading of the site, including proposed berms, indicating contours, at one (1) foot intervals.
 - Specification of the type and boundaries of all proposed ground cover.
 - Elevations of all fences proposed for the site.
 - Planting details indicating the proposed method of installation for all plant materials and proposed method of tree protection to be utilized where trees are to be preserved on the site.
 - Proposed method of irrigation and maintenance plan for all landscaped areas.
- 5. Architectural Plans, Engineering Plans and Construction Documents**
- 6. Tree Preservation Information as required by Ordinance # 99-2805.**
- 7. Other such information as may be required by the Building Official or Zoning Official to determine compliance with the laws and regulations of the Village of Barrington.**

APPENDIX L

SUBMISSION REQUIREMENTS FOR CERTIFICATE OF OCCUPANCY

Note: The Building Official or Zoning Official may waive part of the below requirements where deemed appropriate.

1. Proof of all required approved inspections for any work performed under any permit issued by the Village of Barrington.
2. A Zoning Certificate (If applicable).
3. Other such information as may be required by the Building Official or Zoning Official to determine compliance with all applicable laws and regulations of the Village of Barrington.

APPENDIX M

EXCERPTS FROM BARRINGTON TREE PRESERVATION ORDINANCE

Note: Applicable sections of the Barrington Tree Preservation Ordinance, enacted on August 23, 1999 as Ordinance # 99-2805, Ordinance # 99-2806, Ordinance # 99-2807, and Ordinance # 99-2808, are incorporated into the Barrington Zoning Ordinance. The following excerpts are from Tree Preservation Ordinance # 99-2805, an amendment to Chapter 5 of the Barrington Village Code, Buildings, and Ordinance # 99-2808, an amendment to the Barrington Subdivision Regulations.

Section 111.4 of the Barrington Building Code (adopted by reference in Sections 5-8 and 5-8-1 of Chapter 5 of the Barrington Village Code) is hereby amended by deleting the said section and substituting in lieu thereof the following:

“111.4. Description of work. The application shall contain a general description of the proposed work, its location, and occupancy of all parts of the building or structure and of all portions of the site or lot not covered by the building and such additional information as may be required by the building and zoning officer. The application shall also contain (1) a plat of survey prepared by a registered Illinois land surveyor showing lot dimensions, total area, all existing improvements, all easements of record, and all building setback lines required by the zoning ordinance or any recorded document, (2) a diagram showing the location, species, and diameter at breast height (4.5 feet) of all trees within the area that contains all of the construction of disturbance activities on the property and the location of the proposed construction in relation to any public trees on public rights of way or other public property adjoining the subject property, and (3) whenever the work to be performed will occur within the critical root zone of a public tree (as that term is defined in Section IV of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington), a tree preservation plan (as defined in Section IV of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington), showing the steps to be taken to protect the public tree or trees from damage due to construction. After the foundation for a new building or any addition to an existing building has been completed, the applicant shall furnish a survey prepared by a registered Illinois land surveyor showing the location of such foundation; this may be shown upon a re-certification of the plat filed at the time the building permit was secured. In the event that such plat is not filed within fifteen (15) days after said foundation is completed, all further work shall cease until said plat is filed; if further work has been completed no occupancy permit shall be issued until the plat is filed.”

Section IV “DEFINITIONS” of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington is hereby amended by deleting the said Section in its entirety and substituting in lieu thereof the following:

“SECTION IV. DEFINITIONS.

Administrative Officer or Administrative Authority. The Village Manager or any officer, planner or one designated by him to administer this ordinance.

Alley. Alley shall mean a strip of land, not less than 20 feet in width and not more than 40 feet, along the side of or in the rear of properties, intended to provide access to these properties.

Accepted Public Street. Any street duly accepted by the Board of Trustees of the Village of Barrington for maintenance by said Village.

Approved Street. Any street, whether public or private, meeting standards and specifications of the Village of Barrington.

Bike Path. A designated right-of-way provided for the specific use of bicycles.

Building Line. Building Line shall mean a line within a lot or other parcel of land, so designated on the plat of the proposed subdivision.

Caliper. Measurement used for nursery stock. The diameter of a tree trunk as measured six (6) inches above ground line for nursery trees up to and including four (4) inches in caliper and as measured twelve (12) inches above ground line for nursery trees larger than four (4) inches in caliper.

Commission. Whenever the word "Commission" is used in this ordinance, it shall be deemed to refer to the Plan Commission of the Village of Barrington, Illinois.

Construction Envelope. The defined area of the lot or development that contains all of the construction or site disturbance activities.

Critical Root Zone. That area around a tree as defined by the following calculation; for each inch of tree as measured by the standard DBH method, one (1) foot of area around the tree in all directions as measured from the base of that tree.

Cross-walkways. Cross-walkway shall mean a strip of land dedicated to public use, which is reserved across a block to provide pedestrian access to adjacent areas.

Cul-de-sac. Cul-de-sac shall mean a street having one open end and being permanently terminated by a vehicle turnaround.

Diameter Breast Height ("D.B.H."). The diameter of a tree measured four and one-half feet (4.5') above the existing ground line.

Easement. Easement shall mean a grant by a property owner for the use of a strip of land by the general public, a corporation, or a certain person or persons for a specific purpose or purposes.

Final Plat. Final plat shall mean the drawings and documents described in Section VI, "B".

Frontage. All the property on one side of a street between two intersecting streets (crossing or terminating) measured along the line of the street, or if the street is dead-ended, then all the property abutting on one side between an intersecting street and the dead-end of the street.

Frontage Road. A public or private marginal access roadway or paved parking lot containing the necessary driveways or traffic-ways which are located along the frontage of multiple-family, business or industrial zoning districts with regulations for purposes of establishing minimum distances between points of access to the accepted street, and eliminating parking of motor vehicles on the accepted public street.

Key Tree. Any tree identified by a qualified arborist as an exceptionally good example of the species, in good to excellent condition, that has a diameter breast height of 24 inches or larger and that has a species rating percentage of 80 or greater as listed in the Species Ratings & Appraisal Factors for Illinois published by the International Society of Arboriculture and is a variety of the following species; Black Maple, Sugar Maple, Common Hackberry, Turkish Filbert, Cockspur Hawthorn, Green Ash (improved cultivars), Thornless Honey Locust, Kentucky Coffee Tree (male), Crab Apple (superior cultivars), Douglas Fir, Callery Pear, White Oak, Swamp White Oak, Bur Oak, Chinquapin Oak, Bald Cypress, White Cedar Arborvitae, Redmond Linden or any other species determined by the Village Manager or his or her designee.

Lot. Lot shall mean a portion of subdivision or other parcel of land intended for transfer of ownership or for building development.

Major Residential Streets. Streets serving traffic volumes from one thousand (1,000) to three thousand (3,000) vehicles per day having a low volume of bus and truck traffic and carrying traffic which originates in residential areas and travels to primary and secondary thoroughfare systems. Streets adjacent to schools, parks and major apartment complexes, and school bus routes from a thoroughfare system to schools, are also classified as Major Residential Streets.

Minor Residential Streets. Streets carrying traffic volumes under one thousand (1,000) vehicles per day with a low volume of truck and bus traffic and providing access to adjacent residential property and minor apartment complexes.

Parkway. A route intended to be used primarily by passenger vehicles which may have a varying width of right-of-way and which right-of-way is intended to be developed with a park-like character, a part of which may be reserved for bike paths.

Plat. A map, drawing, or chart on which the subdivider's plan of the subdivision is presented and which he submits for approval and intends to record in final form.

Preliminary Plan. Preliminary Plan shall mean the drawings and documents described in Section VI.

Primary Thoroughfares. Streets serving traffic volumes in excess of seven thousand (7,000) vehicles per day and carrying traffic originating outside the Village and traveling either through the Village or to secondary thoroughfares.

Public Street. Public Street shall mean all primary and secondary thoroughfares, all major and minor residential streets and cul-de-sacs which are shown on the subdivision plat and dedicated for public use and accepted by the Village or appropriate public body.

Public Tree. Any tree that is on public property including the dedicated right-of-way of all roads and streets.

Road or Roadway. Wherever the words "road" or "roadway" are used in this ordinance, it shall be deemed the paved area existing on the street right-of-way and not the street right-of-way width.

Secondary Thoroughfares. Streets generally serving traffic volumes from three thousand (3,000) to seven thousand (7,000) vehicles per day and carrying traffic originating outside the Village or traffic from primary thoroughfares to business, industrial and recreational areas within the Village; and major streets serving traffic volumes of less than three thousand (3,000) vehicles per day but with medium to high truck or bus traffic.

Significant Tree. Any tree identified by a qualified arborist in good to excellent condition, that has a diameter breast height of twelve (12) inches or larger and that has a species rating percentage of sixty (60) or greater as listed in the Species Ratings & Appraisal Factors for Illinois published by the International Society of Arboriculture and is a variety of the following species; Black Maple, Sugar Maple, Common Hackberry, Turkish Filbert, Cockspur Hawthorn, Green Ash, Thornless Honey Locust, Kentucky Coffee Tree, Crab Apple, Douglas Fir, Callery Pear, White Oak, Swamp White Oak, Bur Oak, Chinquapin Oak, English Oak, Bald Cypress, White Cedar Arborvitae, Redmond Linden Hedge Maple, Amur Maple, Norway maple, Red Maple, Ohio Buckeye, Serviceberry, River Birch, Shagbark Hickory, American Hornbeam, Redbud, Pagoda Dogwood, Washington Hawthorn, European Beach, White Ash, Blue Ash, European Ash, Ginkgo, Eastern Red Cedar, Norway Spruce, White Spruce, Colorado Spruce, Eastern White Pine, Hill's Oak, Pin Oak, Chestnut Oak, Red Oak, Peking Lilac, Japanese Lilac, American Linden, Little Leaf Linden, Hybrid Elm, Lacebark Elm, Common Horsechestnut, American Beech, Tuliptree, Saucer Magnolia, London Planetree, Amur choke Cherry, or any other species determined by the Village Manager or his or her designee.

Significant Vegetation. Areas of indigenous or high quality herbaceous or small woody plants less than twelve (12) inches; typical examples would be prairie remnants, young woodland prairie, savanna or woodland regeneration areas, and individual plants or plant communities as described by Swink & Wilhelm.

Single-family Residential Subdivision.

1. For the purpose of these regulations, a single-family residential subdivision of land is or includes:
 - a. The division of land for single-family residential purposes, into two or more tracts, sites or parcels of three acres or less in area.
 - b. The division of land for single-family residential purposes into tracts of more than three acres where the proposed lot frontage is less than three hundred feet.
 - c. The dedication or establishment of a public or private road, highway or street through a tract of land regardless of area.
 - d. Re-subdivisions of land heretofore divided or platted into lots, sites or parcels, containing one acre or more, or a total of one acre or more.
2. Any multiple-family, commercial or industrial district included in a Zoning District of the Zoning Ordinance of the Village of Barrington after the effective date of this Ordinance, shall be considered as a Planned Development and shall be deemed a subdivision for the purpose of these regulations regardless of whether the land is divided into parcels for separate sale or is developed on a

lease basis and said subdivision shall be subject to the improvement and design requirements of this Ordinance.

Site Development Plan. A plan as specified by the Village Manager or his or her designee that shows all of the existing features and proposed changes to a development site.

Street. Wherever the word “street” is used in this ordinance, it shall refer to the width of the street right-of-way or easement, whether public or private, and shall not be considered as the width of paving or other improvement on the street right-of-way.

Subdivider. The person or persons responsible for preparing and recording the plat of the subdivision and for carrying out all appropriate requirements outlined in these regulations for the subdividing of land, except those that may be legally exempted by the Plat Act.

Tree. Any self-supporting woody plant together with its root system, growing upon the earth usually with one trunk, or a multi-stemmed trunk system, supporting a definitely formed crown.

Tree Preservation. Actions undertaken to preserve and protect trees as components of landscape resources, including but not limited to welling to protect from change in grade, mulching, root pruning, crown pruning, and construction fencing, in a manner consistent with reasonable development, to implement the following objectives:

- A. To preserve trees as an important and valuable public resource that contributes significantly to the quality of life and the general welfare of the Village and its citizens;
- B. To preserve and enhance the unique character and the physical, historical, and aesthetic environment of the Village;
- C. To aid in controlling storm water runoff, stabilizing soil by preventing erosion and sedimentation, and replenishing ground water supplies;
- D. To enhance air quality, in that trees remove carbon dioxide, generate oxygen, and filter air pollutants;
- E. To reduce noise, in that trees provide a buffer and screen from the spread of noise;
- F. To reduce energy consumption, in that trees provide shade and a windbreak effect;
- G. To preserve and enhance the habitat and food source for birds and other wildlife; and
- H. To protect and increase property values.

Tree Preservation Plan. A written plan having graphics and text that indicates the methods which are to be used to preserve existing trees during the construction process. The plan will contain all pertinent information as may be required by the Village Manager or his or her designee.

Tree Survey. A document having text and graphics that includes the species, size, condition, and location of all live trees on the subject property prior to any construction activity. The survey will contain a level of detail and other pertinent information as may be required by the Village Manager or his or her designee.

Type Map. A map delineating the types of existing vegetation by dominant species, size and condition.”

SECTION 3: Section V “DESIGN STANDARDS” of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington is hereby amended by adding thereto, after the end of subsection “G.”, a new subsection “H.” as follows:

“H. Tree Preservation. It shall be the stated public policy of the Village of Barrington to preserve and maintain, to the greatest extent possible, existing trees and significant vegetation within the Village.

To achieve this goal, all proposed developments that are greater than or equal to one-half (1/2) acre in size shall be required to provide for the preservation of Key Trees, Significant Trees, and Significant Vegetation as identified during the preparation of the required environmental studies and site development plans. All Key Trees, Significant Trees and Significant Vegetation must be clearly identified within the required inventory and shown on all subdivision engineering and site development plans. All Key Trees, seventy (70) percent of the Significant Trees, and sixty (60) percent of the Significant Vegetation shall be preserved.

If special circumstances of an individual site dictate, the applicant may request a review from the Village Manager or his or her designee. Based on this review, the Village Manager or his or her designee may grant relief from the preservation requirements for Key Trees, Significant Trees and Significant Vegetation, up to but not exceeding the (10) percent. Any Key Trees, Significant Trees or Significant Vegetation shall be replaced at the following ratio:

Key Tree:	Two inches of replacement for every one inch of removal. The minimum size for replacement trees shall be six (6) inches in caliper.
Significant Tree:	Two inches of replacement for every one inch of removal. The minimum size for replacement trees shall be four (4) inches in caliper.
Significant Vegetation:	Two inches of replacement for every one inch of removal.
Woody Plant Material:	The minimum size for replacement woody plant material shall be one and one-half (1 ½) inches in caliper.
Significant Vegetation:	Two plants for every one plant removed. The minimum size Herbaceous Plant for replacement herbaceous plant material shall be material equivalent to the plant removed.

All replacement plantings shall be guaranteed for a period of three (3) years. A replacement plan shall be submitted to the Village Manager or his or her designee for review and approval prior to the granting of the requested relief.

Any violation of this Section shall be subject to the penalty set forth in this Subdivision Regulation.

The minimum requirements for tree preservation shall be a tree inventory and location survey for all trees on the property that are twelve inches (12") D.B.H. and larger and a type map of trees and significant vegetation less than twelve inches (12") D.B.H. The project design must show that the project addresses the objectives set forth in the definition

of Tree Preservation in Section IV “Definitions” of these Subdivision Regulations and preserves Significant Trees as defined in the said Section IV.”

In lieu of installing replacement tree(s), the owner or his designee may compensate the Village with a cash payment at the required replacement value. The replacement value shall be calculated using the following method:

- a. The Village shall obtain three (3) prices from area landscapers, for the purchase and planting of the required replacement trees,
- b. The Village shall take the average of those three (3) prices to calculate the replacement value,
- c. The Village shall invoice the property owner or his designee for the calculated replacement value,
- d. The funds collected shall be placed in the current Village Tree Planting budget and used solely for the purpose of purchasing and planting new trees within the Village, included in our arterial & tree replacement planting.

SECTION 4: Section VI “PROCEDURE AND REQUIREMENTS” of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington is hereby amended by adding thereto, after subsection aa.), a new subsection bb.) as follows:

- bb.) In addition to the tree inventory and location survey described in Section V(H), the Preliminary Plan shall contain:
 1. A tree preservation plan showing the trees to be removed and the trees to be preserved. The plan must include the location of tree protection fencing and the specific actions to be taken to protect each of the preserved trees. These actions may include crown pruning, root pruning, fertilizing, and mulching.
 2. Any additional information pertinent to the site in question, its trees, or their relation to drainage or the other objectives of tree preservation as set forth in Section IV of this ordinance, as may be required by the Village Manager or his or her designee.”

SECTION 5: Section VI “PROCEDURE AND REQUIREMENTS” of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington is hereby amended by adding thereto, at the end of Subsection A3.c.), after the sentence ending “...prior to the approval of the final plat by the Village of Barrington.”, the following sentence:

“The required tree preservation plan shall be approved by the Village Manager or his or her designee in light of the objectives set forth in the definition of Tree Preservation in Section IV of this Ordinance.”

SECTION 6: Section VIII “REQUIRED IMPROVEMENTS” of the Subdivision Regulations of the Official Comprehensive Plan of the Village of Barrington is hereby amended by deleting therefrom in its entirety paragraph 2 of subsection E “LANDSCAPING” and substituting in lieu thereof the following:

- “2. Existing features which would add value to residential development or to the community as a whole, such as trees, as herein defined, water courses, historic spots, and similar irreplaceable assets, shall be preserved in the design of the subdivision. No trees shall be removed

from any subdivision nor any change of the grade of the land effected until approval of the preliminary plat has been granted. The preliminary plat shall show the required tree protection plan as herein specified (Sec. VI, b-b.). The preliminary plat shall also show the location of all proposed shade trees required within the street right-of-way as required by these regulations.

Planting Density

For every acre of green space, a minimum of thirty (30) trees shall be planted. A minimum of fifty (50) percent of the trees will be deciduous shade trees, twenty (20) percent will be evergreen trees, and ten (10) percent ornamental trees. The remaining twenty (20) percent may be from any of the three categories and shall be selected and placed in a manner to further enhance the aesthetic and functional aspects of the site. Shrubs should be added to the plan to provide accent and screening where necessary. An option to the aforementioned planting requirement would be to allow for the installation of natural landscaping materials, which shall be subject to the Village Manager’s or his designee’s approval.

Plant Size

The following distribution by size class will be used to insure adequate size variation:

Deciduous Shade Trees		3"	60%
		3"- 4.5"	20%
		4.5"- 6"	20%
Evergreen Trees		6'- 8'	75%
		8'- 10'	20%
		10'+	5%
Ornamental Trees	Tree Form	3"- 3.5"	80%
		3.5"- 5"	20%
	Clump Form	5' 6'	5%
		6' - 8'	75%
		8' - 10'	20%

Example:

- 40,000 Sq. Ft. - Builders Acre
- 1/10 Acre - 4,000 Sq. Ft. - Plant 3 trees
- 1/4 Acre - 10,000 Sq. Ft. - Plant 8 trees

Maintenance and Replacement

The key to the long-term success of landscaping is the maintenance and replacement of the plant material. The Landscape Plan shall include a comprehensive maintenance plan as a minimum, which shall include mowing, pruning, watering, cultivating, fertilizing, weed control, and insect and disease control. All plants that die shall be replaced in a timely manner. After installation, all landscaping shall be maintained by the property owner as designed and approved.

SECTION 7: If for any reason, the owner fails to properly maintain the preserved and/or new trees and related landscaping, the Village shall have the authority to provide such maintenance. The owner shall be responsible for all cost associated with such required maintenance.”

APPENDIX N

FEE SCHEDULE

Note: Fees are subject to change by the Corporate Authorities of the Village from time to time.

Fees, deposits and escrows shall be as specified in Section 1-10-1 of the Village Code, as may be amended from time to time, a copy of which Section may be provided as a convenience only, not as part of the Zoning Ordinance.

End – Village of Barrington Zoning Ordinance