



## REPORT TO PLANNING COMMISSION CITY OF COLLINSVILLE

<b>APPLICATION NUMBER(S)</b>	TA 24-01
<b>APPLICATION NAME:</b>	Infrastructure Design Guidelines (Text Amendment)
<b>APPLICANT NAME:</b>	City of Collinsville 125 South Center Street Collinsville, IL 62234
<b>APPLICANT'S REQUEST:</b>	A City-initiated request for approval of amendments to Title 17 (Zoning) as it relates to the City's infrastructure design guidelines.
<b>COMMISSION MEETING DATE:</b>	July 11, 2024
<b>CASE MANAGER:</b>	Caitlin Rice, Senior Planner
<b>RECOMMENDATION:</b>	<b>APPROVAL</b>

### REQUEST

The City of Collinsville has initiated a request to amend the following sections of *Title 17—Zoning as a coordinated effort to update the City's Code of Ordinances with a new Infrastructure Design Manual*. The majority of these updates are to reference the new Infrastructure Design Manual, however, some sections have minor changes to clean up the code to incorporate best practices. All sections listed below are proposed to be amended with this ordinance.

- *Section 17.020.020.—Definitions*
- *Section 17.030.—General Provisions*
- *Section 17.040—Zoning District Regulations*
- *Section 17.060—Supplementary District Regulations*
- *Section 17.070—Off-Street Parking/Loading Regulations*
- *Section 17.080—Landscaping, Screening and Buffering*
- *Section 17.120—Plan Review*
- *Section 17.160—Administration*

### BACKGROUND

The City is seeking to adopt an Infrastructure Design Manual that will standardize infrastructure improvements across the City. For example, this manual includes standards for street design, pedestrian utilities, traffic signals, storm drainage facilities, etc. The adoption of this manual and related ordinance updates will be scheduled for a future City Council date for approval. As the Infrastructure Design Manual impacts sections of the Zoning Ordinance, the City is bringing forward these amendments for the Planning Commission's consideration. Other sections of the code that will be considered to be amended by the City Council upon adoption of the Infrastructure Design Manual are Title 12 Streets, Sidewalks and Public Places, Title 16 Subdivisions and Title 18 Land Development.

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### ZONING ANALYSIS

#### **Sec. 17.150.090. - Amendments to text.**

*When a proposed amendment would result in a change in the text of these regulations, but would not result in a change of zoning classification of any specific property, the recommendation of the Planning Commission shall contain a statement as to the nature and effect of such proposed amendment and determination as to the following items:*

#### **A. Whether such change is consistent with the intent and purpose of these regulations.**

**The proposed text amendment furthers the intent and purpose of the City's Zoning Ordinance ([Section 17.010—Title and Intent](#)), specifically:**

- *To promote the health, safety, quality of life, comfort and general welfare of the City and its planning area, which includes the area within the City corporate limits and unincorporated territory lying outside the City forming the total community of which Collinsville is a part;*
- *To preserve and protect property values throughout the City and its planning area;*
- *To lessen or avoid congestion in public streets and rights-of-way.*

**Staff finds that based on the above criteria, the proposed amendments to Title 17 Zoning will further the intent of the City's Zoning Ordinance.**

#### **B. The areas which are most likely to be directly affected by such change and in what way they will be affected.**

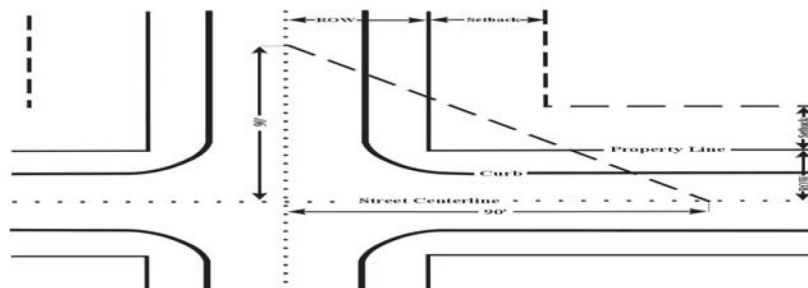
The proposed text amendment to Title 17 impacts all public improvements and infrastructure developments throughout the City. Below is a summary of the substantive amendments proposed. A majority of the ordinance is simply referencing the Design Manual. Full ordinance can be seen in Exhibit A and the draft Infrastructure Design Manual is attached.

#### **Summary of Substantive Amendments Proposed for Title 17:**

##### ***Section 17.020.020– Definitions***

##### ***Sight distance triangle :***

***Existing:*** *Sight distance triangle means an area at a street intersection in which nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially impede vision between a height of two and one-half (2½) feet and eight (8) feet above the grades of the outside edge of the street surface of the intersecting streets, measured from the point of intersection of the centerline of the streets, **ninety (90) feet in each direction along the centerline of the streets; except that, the City Engineer may establish greater sight triangles based upon standards in the policy manual published by the American Association of State Highway and Transportation Officials (AASHTO).***

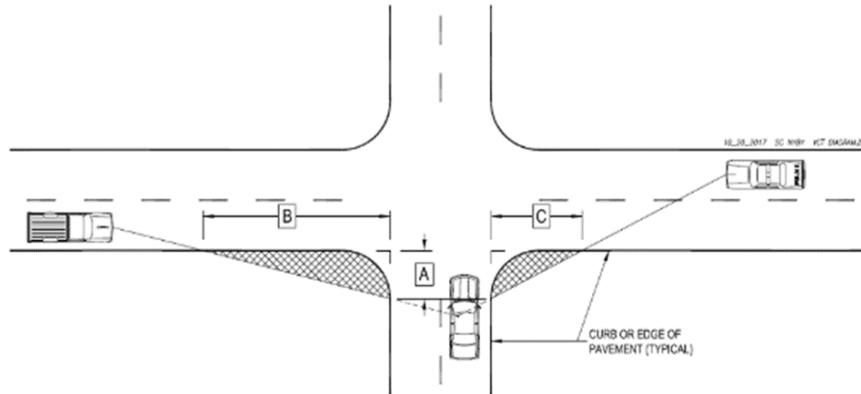




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### Proposed Sight Triangle Definition:

*Sight distance triangle means the triangular area formed by a diagonal line connecting two points located on intersecting street curb or edge and street or driveway curb or edge. Nothing shall be erected, placed, or allowed to grow in this area in such a manner as to impede vision between the height of two (2) feet and eight (8) feet above the grade of the adjacent street or driveway pavement. The distances for the sight distance triangle are generally 13 feet (A), 155 feet (B), and 50 feet (C); except that, the City Engineer may establish greater sight triangles based upon standards in the policy manual published by the American Association of State Highway and Transportation Officials (AASHTO).*



### Section 17.030.General Provisions

#### Section 17.030.160.A. Unified control; special service area (SSA)

**Existing:** All subdivisions containing common areas must demonstrate unified control through the establishment of covenants or provide other documentation reflecting how it will be maintained under the ownership or control prior to final site plan approval. The documents shall include, but are not limited to, homeowners association documents, campus agreements and/or covenants that clearly define the shared maintenance of common open spaces and detention/retention areas and other utilities within each of the zoning lots and/or phases comprising the proposed development, shared access and parking arrangements, common design elements including integration of common architectural themes and active and passive open space and landscaped areas.

#### **Proposed:**

Documentation reflecting how common areas will be maintained under the ownership or control shall be submitted prior to civil construction plan approval. The documents shall include, but are not limited to, homeowner's association documents, joint agreements and covenants clearly defining the shared maintenance of common open spaces and detention/retention areas and other utilities within each of the lots and/or phases comprising the proposed development, shared access and parking arrangements, joint maintenance agreements, common design elements including integration of common architectural themes and active and passive open space and landscaped areas, as approved by the City.

In this section, the City is amending to required documentation for common area ownership/control prior to civil construction plan approval, rather than site plan approval. Amending this process will allow for flexibility of developers to get the concept site plan and layout approved and provide details at civil construction plan stage. Staff finds that at the initial site plan stage, these documents may not be fully fleshed, and may change during civil construction review. Developers are able to have site plan and civil construction plans be review concurrently if desired.

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### **Section 17.040—Zoning District Regulations**

The amendments in this section add a reference to the Infrastructure Design Manual for street and roadway standards, alleys, sidewalks, lighting or utilities. The full scope of this section can be found in Exhibit A.

### **Section 17.060—Supplementary District Regulations**

#### **Section 17.060.170—Street and right-of-way standards.**

**Existing:** All streets and associated right-of-way improvements shall comply with the City's Subdivision Regulations.

**Proposed:** All streets and associated right-of-way improvements shall comply with the City's Subdivision Regulations and the City's Infrastructure Design Manual

#### **Section 17.060.230 Lighting and utility standards**

**Existing:**

- A. Lighting of buildings.** Well-designed soft lighting of the building exterior will be permitted, provided that the light source complements the architecture and shall not draw inordinate attention to the building.
- B. Parking area lighting:** Parking lot, service areas, and roadway lighting will be provided by freestanding fixtures with cut-off light sources to assure that the source is not seen from the street or adjacent parcels. The use of cool, concealed source, cut-off design; with a range of heights from thirty (30) to forty-five (45) feet, using dark colored poles; 0.9 lumen average per square foot surface area.
- C. Materials of lighting fixtures.** The material and color of parking lot light standards will be evaluated in terms of their compatibility with the architecture and natural site characteristics. All arterials and roadways shall be provided street lighting in accordance with the City's Subdivision Regulations.
- D. Underground utilities.** All utilities within Eastport shall be placed underground.

**Proposed:**

- A. Lighting of buildings.** Well-designed lighting, having a color temperature no greater than 3,000K, of the building exterior will be permitted, provided that the light source complements the architecture and shall not draw inordinate attention to the building."
- B. Parking area lighting.** Parking lot, service areas, and roadway lighting will be provided by wall-mounted or freestanding fixtures with cut-off light sources to assure that the source is not seen from the street or adjacent parcels. The use of lighting with a color temperature no greater than 5,000K, with a concealed source and cut-off design; with a height no taller than fifteen (15) feet tall in residential districts; no taller than twenty-five (25) feet tall in commercial districts or in office/business park districts; and no taller than thirty-two (32) feet tall in any industrial districts or manufacturing districts
- C. Materials of lighting fixtures.** The material and color of parking lot light standards will be evaluated in terms of compatibility with the architecture and natural site characteristics. All roadways shall be provided street lighting in accordance with the City's Infrastructure Design Manual.
- D. Underground utilities.** All utilities shall be placed underground.

The proposed amendments to this section provide more prescriptive requirements for lighting such as light pole height and color temperature. This will allow for an easier design and review process and implement a standard for types of development.



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### **Section 17.060.240.—Environmental performance standards**

#### **Existing:**

**C. Site Drainage.** Stormwater management shall be in accordance with the Soil Excavation and Erosion Control Ordinance.

#### **Proposed:**

**C. Site Drainage.** Stormwater management shall be in accordance with Title 18.04 and the City's Infrastructure Design Manual.

### **Section 17.060.260. Development guidelines; nonresidential uses in all districts.**

#### **Existing:**

#### **G. Traffic Management. 2. Traffic Study:**

A traffic study is required for any fast food restaurant, convenience store, commercial development (over ten thousand (10,000) SF) or residential developments (over one hundred (100) units). All traffic studies shall be prepared by a certified engineer. The agency to perform the study shall be obligated to the City with the cost for the assessment to be paid by the developer. A traffic study shall contain, but is not limited to, the following elements:

- i. Estimated trip generation and distribution from the proposed development. Institute of Transportation Engineers (ITE) trip generation rates or an actual trip generation survey of a comparable development should provide the estimate basis.
- ii. Capacity analysis of critical intersections affected by the development-generated traffic. The capacity analysis should be performed for existing traffic demand, traffic demand after completion of the development, and ultimate projected traffic demand. Base ultimate projected traffic volumes shall be provided by city staff. Capacity analysis shall be performed according to the criteria contained in the current edition of the Highway Capacity Manual, FHWA.
- iii. Recommendations for maintaining the existing level of service for each of the critical intersections; recommendations for projected traffic demand after the development is completed; and recommendations for ultimate projected traffic demand. These recommendations may include geometric improvements such as additional turn lanes or changes in traffic control and/or street widening. Level of service shall be defined as in the current edition of the Highway Capacity Manual.
- iv. Review of internal traffic circulation and curb cut locations.
- v. Percentage of contributory traffic by the development of total entering traffic at critical intersections.
- vi. The developer of any property should expect, as a cost of development, to provide any traffic improvements necessary to maintain the existing level of service.

#### **Proposed:**

#### **G. Traffic Management. 2. Traffic Study:**

A traffic impact analysis is required when the development meets the requirements set by the City's Infrastructure Design Manual. All traffic studies shall be completed according to the City's Infrastructure Design Manual. Access requirements shall follow the City's Infrastructure Design Manual. The agency to perform the study shall be obligated to the City with the cost for the assessment to be paid by the developer. The developer of any property should expect, as a cost of development, to provide any traffic improvements necessary to maintain the existing level of service.

The proposed amendment will refer requirements and standards for Traffic Study's to the Infrastructure Design Manual rather than being held in the code. Per the Design Manual, a Transportation Impact Analysis will be required when; he expected number of primary trips generated by a proposed land use exceeds and estimated 1,000 vehicle trips per day or peak hour vehicle trips per day; or a proposed land use generates less, but the site is within 600 feet of an existing or planned signalized intersection, or the use may constitute a danger to the safe and efficient flow of traffic, as determined by the City Engineer.

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### **Section 17.070—Off-Street Parking/Loading Regulations**

#### **Existing:**

#### **Section 17.070.040.—Same –Layout and design requirements**

Off-street parking improvements in other than the R-1A, R-1, R-2, R-3 and R-4 Districts shall be subject to site plan review. The construction and renovation of certain structures and facilities must conform to the provisions of the Americans with Disabilities Act (ADA) Title III of 1990. Structure plans for construction, alteration or remodeling permits must identify how compliance with the ADA parking and other site requirements are to be met. Permits for new construction must comply with the entire Title III of the Act as it relates to the structure and site.

#### **Proposed:**

Off-street parking improvements in all districts other than residential districts shall be subject to site plan review. The construction and renovation of certain structures and facilities must conform to the provisions of the Americans with Disabilities Act (ADA) Title III of 1990, Title 71 of the Illinois Administrative Code, and the 2018 Illinois Accessibility Code. Structure plans for construction, alteration or remodeling permits must identify how compliance with the ADA parking and other site requirements are to be met. Permits for new construction must comply with the entire Title III of the Act and the entire 2018 Illinois Accessibility Code as it relates to the structure and site.

### **Section 17.080—Landscaping, Screening and Buffering**

**Most amendments in this Section add reference to the Infrastructure Design Manual.**

#### **Section 17.080.170.—Stormwater drainage detention and retention**

#### **Existing:**

A. Notwithstanding any other section in this title, a stormwater drainage detention/retention facility shall be provided for all commercial development sites and new residential sites that contain an area of ten thousand (10,000) or more square feet of total impervious surface (i.e., including but not limited to, streets, roofs, patios, or parking areas or any combination thereof). The stormwater drainage system shall be separate and independent of the sanitary sewer system and in accordance with the drainage laws of the State of Illinois.

B. These facilities shall be designed and calculated on the basis of the one hundred (100) year frequency rain fall, in accordance with the Illinois Department of Transportation Drainage Manual. The flow rate and velocity of the post-development stormwater run-off from the site shall not exceed the flow rate and velocity of the pre-development run-off from the site. All stormwater calculations for the five (5), ten (10), twenty-five (25), fifty (50), and one hundred (100) year events shall be submitted to confirm the detention/retention capacity, release rates and the pre-development and post-development conditions. The plans for such facility shall be sealed by an Illinois Professional Engineer. Drainage plans must be approved by the City prior to issuance of any construction permits and may require review by an outside consultant, the cost of such review to be paid by the applicant.

#### **Proposed:**

A. Stormwater management shall be provided for all sites according to the City's Infrastructure Design Manual. The stormwater drainage system shall be separate and independent of the sanitary sewer system in accordance with the drainage laws of the State of Illinois.

B. The maintenance of any stormwater management facility shall be the responsibility of the owner of the real estate in which the facility is located, and they shall do so in compliance with the approved plans. If the owner fails to maintain the facility, the City may take the necessary actions to maintain the facility and shall be authorized to institute any legal proceedings necessary to recover from the owners the sums of money expended by the City in so maintaining the detention facility. Costs of attorney's fees, litigation expenses, and court costs incurred by the City shall be the responsibility of the owner of the real estate.



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The Infrastructure Design Manual requires that all new developments and redevelopments in the City shall have a properly designed stormwater management system to help prevent downstream flooding, stream bank erosion, the destruction of habitats, and contamination water sources; rather than the 10,000 sq. ft. trigger. This amendment will also allow more flexibility on the method of preventing increases in runoff, other than strict detention such as green infrastructure like rain gardens and native plantings.

### *Section 17.120.—Plan Review*

Amended to refer to the City's Infrastructure Design Manual for site plan and civil construction review.

### *Section 17.160.—Administration*

Amending building permit process to require a right-of-way permit for projects that include a street/curb cut and adding the requirement of an approved water/sewer connection permit to be included as well.

### *C. Whether the proposed amendment is made necessary because of changed or changing conditions in the areas and zoning districts affected, or in the area of jurisdiction of such changed or changing conditions.*

Staff is pursuing the proposed text amendment to further the City's enduring priority on becoming the preferred place to live, work and play by adopting the Infrastructure Design Manual. This manual will not only update our standards and requirements as a City, but also provide for an easier review and submittal process for staff and developers with clear and prescriptive requirements. The proposed amendments for Title 17 make references to the Infrastructure Design Manual, ensuring that developers will be held to these standards, as well as make minor changes to add more prescriptive guidelines and standards to our code and processes.

### Strategic Plan Goals Achieved by the Proposed Text Amendment:

***Achieve Strategic Plan Goal #4: Invest in public utilities and local streets, sidewalks, walkways and bikeways and public facilities to support the local economy and attract development.***

Amend the zoning ordinance to make more contemporary, effective and efficient by adding prescriptive standards and referring to the City's Infrastructure Design Manual where appropriate.

## RECOMMENDATION

Staff finds that the proposed text amendments meets or exceeds the review criteria for zoning text amendments. Further, staff finds that the proposed text amendment advances the intent of the City's Zoning Ordinance. Based on these findings, staff recommends 'Approval' of Text Amendment Application TA 24-01 Infrastructure Design Manual amending several sections of Title 17.



# EXHIBITS

## A.DRAFT ORDINANCE

# ATTACHMENTS

## A.INFRASTRUCTURE DESIGN MANUAL





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EXHIBIT A: DRAFT ORDINANCE

ORDINANCE NO.

AN ORDINANCE AMENDING
TITLE 17 (ZONING) OF THE CODE OF ORDINANCES
OF THE CITY OF COLLINSVILLE, ILLINOIS

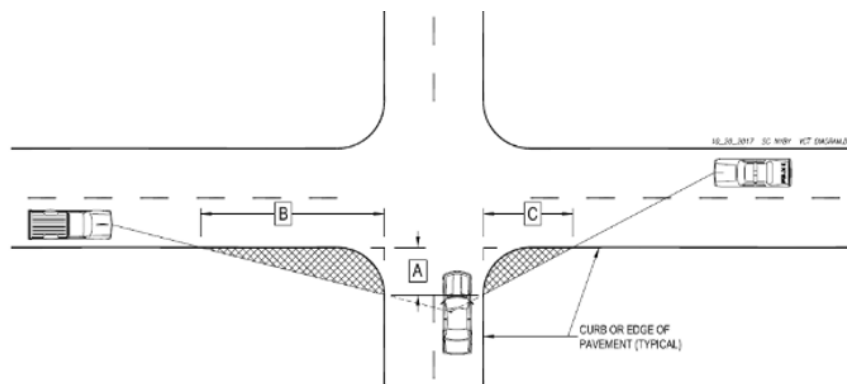
WHEREAS, the City of Collinsville, Illinois, a home rule municipality (hereinafter the "City"), has enacted Municipal Code regulations for the purpose of improving and protecting the public health, safety, comfort, convenience, and general welfare of the people.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COLLINSVILLE as follows:

Section 1. That Title 17 (Zoning) of the Collinsville Municipal Code, is hereby amended as follows

Sec. 17.020.020 - Definitions

The definition of Sight distance triangle shall be removed and replaced with, "Sight distance triangle means the triangular area formed by a diagonal line connecting two points located on intersecting street curb or edge and street or driveway curb or edge. Nothing shall be erected, placed, or allowed to grow in this area in such a manner as to impede vision between the height of two (2) feet and eight (8) feet above the grade of the adjacent street or driveway pavement. The distances for the sight distance triangle are generally 13 feet (A), 155 feet (B), and 50 feet (C); except that the City Engineer may establish greater sight triangles based upon standards in the policy manual published by the American Association of State Highway and Transportation Officials (AASHTO).



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**EXHIBIT A: DRAFT ORDINANCE**

**Sec. 17.030 - GENERAL PROVISIONS**

Sec 17.030.160.A shall be removed and replaced with “A. Documentation reflecting how common areas will be maintained under the ownership or control shall be submitted prior to civil construction plan approval. The documents shall include, but are not limited to, homeowner’s association documents, joint agreements and covenants clearly defining the shared maintenance of common open spaces and detention/retention areas and other utilities within each of the lots and/or phases comprising the proposed development, shared access and parking arrangements, joint maintenance agreements, common design elements including integration of common architectural themes and active and passive open space and landscaped areas, as approved by the City.

**Sec. 17.040 - ZONING DISTRICT REGULATIONS**

Sec 17.040.090.H.1. shall be removed and replaced with “H.1. All roadways, sidewalks, and lighting shall be private and shall be in accordance with the requirements of the City of Collinsville’s Infrastructure Design Manual.”

Sec 17.040.090.I.2 shall be removed and replaced with “ I.2. The size, location and installation of the water lines shall be in accordance with the requirements of the City of Collinsville’s Infrastructure Design Manual.”

Sec 17.040.160.M shall be removed and replaced with “M. *Street and roadway standards.* All streets and road within the “HP-1” Hospitality Park District shall be in accordance with the requirements of the City’s Infrastructure Design Manual.”



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Sec 17.040.170.M. shall be removed and replaced with "M. *Street and roadway standards*. All streets and roads within the "CP-1" Commercial Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.180.M. shall be removed and replaced with "M. *Street and roadway standards*. All streets and roads within the "CP-2" Commercial Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.190.M. shall be removed and replaced with "M. *Street and roadway standards*. All streets and roads within the "BP-1" Business Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.200.L. shall be removed and replaced with "L. *Street and roadway standards*. All streets and roads within the "BP-2" Business Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.210.M. shall be removed and replaced with "M. *Street and roadway standards*. All streets and roads within the "BP-3" Business Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.220.M. shall be removed and replaced with "M. *Street and roadway standards*. All streets and roads within the "BP-4" Business Park District shall be in accordance with the requirements of the City's Infrastructure Design Manual."

Sec 17.040.230.H.5. shall be removed and replaced with "5. Traffic: Each Planned District request shall provide a technical assessment letter from a licensed professional engineer describing the level of impact the development may have on the local transportation system and a circulation plan meeting the requirements of the City's Infrastructure Design Manual. The Community Development Director may waive this requirement or may require a complete transportation impact analysis depending on the nature of the development."

Sec 17.040.230.H.6. shall be removed and replaced with "6. Sidewalks: Sidewalks shall be required in accordance with the City's Infrastructure Design Manual."

Sec 17.040.250.G.11.b. shall be removed and replaced with "b. Alleys that access residential garages shall have a minimum pavement width of twenty (20) feet and be located within a right-of-way that is a minimum of thirty (30) feet wide."

Sec 17.040.250.H.13.b. shall be removed and replaced with "b. Alleys accessing commercial parking lots and loading areas shall have a minimum pavement width of eighteen (18) feet and be located within a right-of-way (ROW) that is a minimum of twenty-five (25) feet wide or wider."

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### EXHIBIT A: DRAFT ORDINANCE

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#### Sec. 17.060 - SUPPLEMENTARY DISTRICT REGULATIONS

Sec 17.060.170. shall be removed and replaced with “All streets and associated right-of-way improvements shall comply with the City’s Subdivision Regulations and the City’s Infrastructure Design Manual.”

Sec 17.060.230.A shall be removed and replaced with “A. *Lighting of buildings.* Well-designed lighting, having a color temperature no greater than 3,000K, of the building exterior will be permitted, provided that the light source complements the architecture and shall not draw inordinate attention to the building.”

Sec 17.060.230.B. shall be removed and replaced with “B. *Parking area lighting.* Parking lot, service areas, and roadway lighting will be provided by wall-mounted or freestanding fixtures with cut-off light sources to assure that the source is not seen from the street or adjacent parcels. The use of lighting with a color temperature no greater than 5,000K, with a concealed source and cut-off design; with a height no taller than fifteen (15) feet tall in residential districts; no taller than twenty-five (25) feet tall in commercial districts or in office/business park districts; and no taller than thirty-two (32) feet tall in any industrial districts or manufacturing districts.”

Sec 17.060.230.C. shall be removed and replaced with “C. *Materials of lighting fixtures.* The material and color of parking lot light standards will be evaluated in terms of compatibility with the architecture and natural site characteristics. All roadways shall be provided street lighting in accordance with the City’s Infrastructure Design Manual.”

Sec 17.060.230.D. shall be removed and replaced with “D. *Underground utilities.* All utilities shall be placed underground.”

Sec 17.060.240.C. shall be removed and replaced with “C. *Site Drainage.* Stormwater management shall be in accordance with the Title 18.04 and the City’s Infrastructure Design Manual.”

Sec 17.060.260.G.2. shall be removed and replaced with “2. *Traffic Impact Analysis.* A traffic impact analysis is required when the development meets the requirements set by the City’s Infrastructure Design Manual. All traffic studies shall be completed according to the City’s Infrastructure Design Manual. Access requirements shall follow the City’s Infrastructure Design Manual. The agency to perform the study shall be obligated to the City with the cost for the assessment to be paid by the developer. The developer of any property should expect, as a cost of development, to provide any traffic improvements necessary to maintain the existing level of service.



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#### **Sec. 17.070 - OFF-STREET PARKING/LOADING REGULATIONS**

Sec 17.070.040 the first paragraph shall be amended to state, "Off-street parking improvements in all districts other than residential districts shall be subject to site plan review. The construction and renovation of certain structures and facilities must conform to the provisions of the Americans with Disabilities Act (ADA) Title III of 1990, Title 71 of the Illinois Administrative Code, and the 2018 Illinois Accessibility Code. Structure plans for construction, alteration or remodeling permits must identify how compliance with the ADA parking and other site requirements are to be met. Permits for new construction must comply with the entire Title III of the Act and the entire 2018 Illinois Accessibility Code as it relates to the structure and site.

#### **Sec. 17.080 – LANDSCAPING, SCREENING AND BUFFERING**

Sec 17.080.040.C.6. shall be removed and replaced with "6. *Tree Survey*. New development requiring the disturbance or removal of trees shall identify all trees six (6) inch caliper or larger measured at diameter breast height (DBH), tree diameter measure 4.5 feet above the ground, with species and size listed in table format, meeting the requirements of Section 1.050.02.6 of the City's Infrastructure Design Manual.

Sec 17.080.040.C.7. shall be removed and replaced with "7. *Tree Preservation*. The landscape plan shall show all trees and wooded areas to be preserved."

Sec 17.080.050.B.1. shall be removed and replaced with "1. A tree preservation plan shall be prepared meeting the requirements of Section 1.050.02.7 of the City's Infrastructure Design Manual."

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Sec 17.080.060.A.1. shall be removed and replaced with “1. All tree preservation areas shall be delineated on the landscape and site plan, meeting the requirements of Section 1.050.02.07 of the City’s Infrastructure Design Manual.”

Sec 17.080.170. shall be removed and replaced with “Sec. 17.080.170. - Stormwater drainage and management.

- A. Stormwater management shall be provided for all sites according to the City’s Infrastructure Design Manual. The stormwater drainage system shall be separate and independent of the sanitary sewer system in accordance with the drainage laws of the State of Illinois.
- B. The maintenance of any stormwater management facility shall be the responsibility of the owner of the real estate in which the facility is located, and they shall do so in compliance with the approved plans. If the owner fails to maintain the facility, the City may take the necessary actions to maintain the facility and shall be authorized to institute any legal proceedings necessary to recover from the owners the sums of money expended by the City in so maintaining the detention facility. Costs of attorney’s fees, litigation expenses, and court costs incurred by the City shall be the responsibility of the owner of the real estate.
- C. Planting along or within stormwater management areas. Ten (10) percent of total required landscape points shall be utilized in stormwater management plantings if applicable.
  - 1. Drainage easement areas:
    - i. Native vegetation is to be preserved or replaced within all existing drainage easements except that portion to be used specifically for water conveyance and ditch maintenance.
    - ii. Adequate ground cover plantings to prevent soil erosion shall be used to supplement existing native vegetation.
    - iii. Wherever feasible, bio stabilization techniques for maintenance of creek banks shall be used.
    - iv. Replacement plantings along drainage easements shall be in addition to the plant material required herein.
  - 2. Stormwater management areas:
    - i. Plant material shall be used to screen head walls and other drainage structures.



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- ii. Any plantings below maximum pool elevations shall be tolerant of periods of frequent flooding. Stormwater management areas shall be kept free of sediment and undesirable plants.
  - iii. Plantings shall be approved by a qualified professional and adhere to the best management practices of the Illinois Department of Natural Resources, Missouri Sewer Department Landscape Guide for BMPs, United States Department of Agriculture, Illinois Department of Agriculture, or other federal authorities.
3. Managed natural landscape: A planned, intentional and maintained planting of native or non-native grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plantings.”

#### **Sec. 17.120. PLAN REVIEW**

Sec. 17.120.040.B. shall be removed and replaced with “B. The site plan review shall be completed by the Community Development Director and all applicable Department heads and agencies within thirty (30) days of the date of filing. The Community Development Director or their designee shall provide the applicant with a comment letter delineating all plan deficiencies that need to be addressed prior to proceeding to the Planning [Plan] Commission. The applicant shall submit a revised plan addressing identified deficiencies. When the Community Development Director determines the plan sufficient for Planning Commission review, they shall prepare a staff report that provides an overview of the project’s level of compliance with the Comprehensive Plan, the applicable review criteria set forth herein, the City’s Infrastructure Design Manual, the requirements of this title, and the input of appropriate City departments and other associated jurisdictions and agencies. The staff report shall contain a written recommendation of approval, approval with specific conditions, or disapproval, made to the Planning Commission for its approval. A copy of the written recommendation shall be provided to the applicant.”

Sec 17.120.040.F. shall be removed and replaced with “F. Building permits shall not be issued for any use of land or proposed construction on a lot in the zoning districts in which site plan review is applicable, unless site plan review approval has been granted and has met all City requirements.”

**REPORT TO PLANNING COMMISSION**  
**CITY OF COLLINSVILLE**



**EXHIBIT A: DRAFT ORDINANCE**

Sec 17.120.050. add “G. All applicable requirements of the City’s Infrastructure Design Manual.”

Sec 17.120.060.W. shall be removed and replaced with “W. Traffic Control. The Community Development Director may require a detailed traffic impact analysis meeting the requirements City’s Infrastructure Design Manual.”

Sec 17.120.070. add “A.6. The extent to which the proposal conforms to the City’s Infrastructure Design Manual.”

Sec 17.120.170. shall be removed and replaced with  
“Sec 17.120.170. - Civil construction plans; submission requirements.

The civil construction plan submittal shall include all information required for, and conforming to, the approved site plan except for minor modifications due to engineering calculations as authorized by the Community Development Director, and separate plan sheets meeting the requirements of Section 1.050.02 of the City’s Infrastructure Design Manual.”

**Sec. 17.160 ADMINISTRATION**

Sec 17.160.030.B.3. shall be removed and replaced with “3. A copy of the right-of-way (ROW) permit issued by the City if the project, to which the building permit application applies, will involve a street cut.”

Sec 17.160.030.B. shall be amended to add “4. An approved application for connection to the City’s water service or sewer service.”

**PASSED** by the City Council and Approved by the Mayor this \_\_\_ day of \_\_\_\_\_ 2024.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Approved: \_\_\_\_\_