

DEVELOPMENT PROJECT REQUIREMENTS

If project is a subdivision, all requirements for both zoning and subdivision must be met.

Project Details

Zone:	Proposed Use(s):
Conditional Use, PUD, or Variances Requested?	
Setbacks:	Max Building Height:
Off-Street Parking Requirements -153.042 (J):	Loading Requirements (153.044):
Screening Requirements (153.060-153.064)	Signage Requirements (153.080-153.087):

LOADING REQUIREMENT CHART

Use	X	Square Footage	Loading Requirements
Retail/ Service		Less than 20,000 SF	One 12'x 25' min. loading space Sharing permitted by 2 adjoining locations if combined SF < reqd.
		20,000 SF +	One 12'x 25' min. loading space for every 20,000SF of gross floor area, rounded up if remaining is in excess of 10,000 SF
Office/ Hotel		50,000 SF +	One 12'x 25' min. loading space for every 50,000SF of gross floor area, rounded up if remaining is in excess of 25,000 SF
Wholesale/Industrial		Less than 10,000 SF	One 12'x 25' min. loading space Sharing permitted by 2 adjoining locations if combined SF < reqd.
		10,000-40,000 SF	One 12'x 55' min. loading space
		40,001-100,000 SF	Two 12'x 55' min. loading spaces
		100,001-160,000 SF	Three 12'x 55' min. loading spaces
		160,001-240,000 SF	Four 12'x 55' min. loading spaces
		240,001-320,000 SF	Five 12'x 55' min. loading spaces
		320,001- 400,000 SF	Six 12'x 55' min. loading spaces
		400,001+	Add one 12'x 55' min. loading space per extra 100,000 SF

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PARKING REQUIREMENT CHART

Is this property zoned B-3 and exempt from off-street parking requirements below? Yes No

select	Proposed Use	Off-Street Parking Requirements
	<i>Auditoriums, theaters, churches and other places of assembly</i>	One space/21 SF of seating area in main assembly
	<i>Convenience type grocery stores</i>	One space / 100 SF gross floor area; rounded up
	<i>Dwellings</i>	Two spaces/dwelling unit; rounded up
	<i>Golf courses and country clubs</i>	One space /200 SF gross floor area or one space/acre of real estate, whichever is greater
	<i>Hotels</i>	One space/ two rooms, plus additional space as required for other uses within the hotel.
	<i>Hospitals</i>	Two spaces/bed, not including bassinets, rounded up
	<i>Industrial manufacturing and wholesale uses</i>	One space/employee, based on the max. employees on one shift which the plant or building is designed to employ
	<i>Motels and tourist homes</i>	One space/room or unit to be rented, plus additional space as required for other uses within the motel or tourist home
	<i>Nursing homes</i>	One space /bed, rounded up
	<i>Occupations, customary home</i>	One space/200 SF gross floor area devoted to the particular customary home occupation, in addition to the normal off-street parking spaces required of a dwelling. (to be located in rear yard)
	<i>Other business or service uses not listed</i>	One space /400 SF gross floor space.
	<i>Retail business and office uses</i>	One space /400 SF gross floor space.
	<i>Schools</i>	<p><u>Day nurseries, day-care centers and Pre-K</u> One space for each adult attendant</p> <p><u>Elementary, junior high schools, and the equivalent</u> Three spaces /room used for administrative offices or class instruction OR one space /6 seats in the auditorium or other places of assembly or facilities available to the public, whichever is greater in.</p> <p><u>High school, trade/vocational school, colleges/ universities</u> Five spaces/ room used for administrative offices or class instruction OR one space / 5 seats in the auditorium or other places of assembly or facilities available to the public, whichever is greater</p>
	<i>Swimming pools</i>	One space/ 200 SF swimming pool area.
	<i>Tennis courts</i>	Eight spaces / unit

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Development Standards	Zoning	Subdivision	Verified/ Approved Date	Comments
Area, yard, and height requirements				
Appendix A for Residential Districts Appendix B for Business Districts	153.013 (D)1			
Survey and Vicinity Map (3 copies)				
total acreage	153.013 (D)2a			
zoning classification(s)	153.013 (D)2a			
general location in relation to major streets, railroads, and/or waterways	153.013 (D)2a			
date	153.013 (D)2a			
north arrow	153.013 (D)2a			
existing easements, reservations, and rights-of-way	153.013 (D)2a			
topographical features, streams, vegetation, soil types, flood prone areas, historic sites, and other features	153.013 (D)2b			
Appearance				
<i>Metal building restriction.</i> All metal buildings must have a facade of wood siding, stucco; metal siding designed to look like wood or other building material, rock, brick, stone or cultured stone on all sides facing or visible from a public street or highway, or a residential zone. Accessory and Industrial Buildings Exempt	153.013 (D)19			
Timing of development				
Proposed schedule of development including phases or stages	153.013 (D)3			
Electric and Utilities				
access to a source of electric power and telephone service adequate to accommodate the reasonable need of such use	153.013 (D)14a			
All new electric power lines (including primary and secondary distribution lines and service laterals) telephone and cable television lines necessary to provide in a manner acceptable to the regulations and standards that govern the utility	153.013 (D)14a			
Water and sewer system				
Location of public water and sewer lines presently in existence, connections to these lines, manholes, pumping stations, fire hydrants, and other necessary features shown on site plans	153.013 (D)4			
Complies with Town Water and Sewer Ordinances	153.013 (D)13			
Storm water drainage system				
The locations of natural drainage systems, design of flood control and/or storm water management installations and devices shall be shown on a site plan that bears the seal of a certified engineer.	153.014			

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Development Standards	Zoning	Subdivision	Verified/ Approved Date	Comments
Grading / Sedimentation Control				
Grading plans and sedimentation control measures submitted	153.013 (D)6a			
natural water flow to be maintained	153.013 (D)6b			
curb and gutter in all parking lots to direct stormwater	153.013 (D)6b			
Streets, curb and gutter, street lights				
Location/design shown on site plan	153.013 (D)7			
Lot abuts a public street or alley for a distance of at least 40' or has access to a public street over a valid recorded easement of at least 20' wide	153.005(B)			
if parcel is adjacent to an existing or planned thoroughfare (MPO Thoroughfare Plan), must meet Thoroughfare Setback Provisions in 153.011	153.013 (D)12a 153.013 (D)18			
Wheel stops or curb provided where necessary to prevent any vehicle from encroaching on adjacent property, on any street right-of-way or on the area within ten feet of such right-of-way	153.042(C)			
Street access, easements, monuments, and property lines				
Location/design shown on site plan	153.013 (D)8			
Access points encourage smooth traffic flow with minimum hazards to pedestrians, bicycles, and vehicular traffic	153.013 (D)12b			
Clear vision areas- No structures or plantings at the corners of such intersections that will impede visibility	153.013 (D)12c			
Sidewalks				
Location/design shown on site plan	153.013 (D)9			
Lighting				
(Single and Two-family dwellings Exempt) All streets, driveways, sidewalks, parking areas and other common areas and facilities shall be lighted to meet minimum standards Lights to prevent direct light or glare upon adjacent property or constitute a hazard to motorists using public streets.	153.013 (D)15			
Loading				
space for loading vehicles at rear of business (side/end access at discretion of Zoning Officer)- location does not require vehicle to back onto street, ROW, or public alley	153.013 (D)11a2			
Meets minimum loading space requirements	153.044			
no sales, storage, repair work, dismantling, or service in loading areas	153.013 (D)11f			

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Development Standards	Zoning	Subdivision	Verified/ Approved Date	Comments
Parking (select one)				
On-Site Off- Street Parking				
Meets minimum parking space requirements	153.042			
no sales, storage, repair work, dismantling, or service in parking areas	153.013 (D)11f			
Off- Site Off-Street Parking				
The use being served is a permitted use at the location of the designated parking lot	153.013 (D)11d1			
Parking spaces are located within a walking distance of 500 feet to a public entrance to the structure/land	153.013 (D)11d2			
A direct, attractive, lighted and convenient pedestrian route exists / will be provided	153.013 (D)11d3			
Appropriate restriction on the title to the land providing the off-site parking spaces to ensure continued availability, in the form of a declaration, covenant, or contract.	153.013 (D)11d4			
Parking to be permanent open space not being used for any other purpose.	153.042(C)			
Combined Parking (up to 50% of spaces)				
More than one use on same lot (second use)	153.013 (D)11e1			
Peak usage of the parking facility by each use will be at alternating times	153.013 (D)11e1a			
The second use is an ancillary use to the first use, such as restaurants and meeting rooms to hotels and motels.	153.013 (D)11e1b			
Refuse Collection/ Trash				
Location to be paved with concrete, asphalt or other bituminous paving about a driveway of sufficient width to allow access by the town's solid-waste collection equipment.	153.013 (D)16a			
Dumpster located on the property being served and constructed so as to facilitate collection and minimize any harmful effect on persons occupying the development site, neighboring properties, or public rights-of-way.	153.013 (D)16a			
Dumpster Screening if location is clearly visible at dumpster level to: <ul style="list-style-type: none"> - Persons located within any dwelling unit on adjacent residential property - Occupants, customers or other invitees located within any adjacent building on non-residential property (unless used for purposes permitted exclusively in the I zoning district - Persons traveling on any public street, sidewalk, or bikeway within the town. 	153.013 (D)16b			

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Development Standards	Zoning	Subdivision	Verified/ Approved Date	Comments
Outdoor Storage				
Limited to Side or Rear Yard Areas- <u>not</u> designed to be used for construction wastes, scrap, salvage or debris; flammable or explosive liquids or substances; substances creating noxious fumes, vapors, dust or wastes; automobile tires, and other such materials deemed to constitute a health hazard or public nuisance.	153.013 (D)17a			
The storage area shall be fenced with a strong, secure, visually impenetrable fence of suitable materials of a least six feet in height.	153.013 (D)17b			
Landscape/ Screening Requirements				
<i>Parking next to Residential-</i> A six- foot screen shall be provided between parking areas and adjacent properties	153.013 (D)11g2			
<i>Parking next to Street-</i> A three-foot screen shall be provided between the parking area and adjacent streets	153.013 (D)11g3			
<i>Vehicular Use Areas</i> (parking spaces, aisles, driveways and loading areas) at least two trees and one shrub for every 4,000 SF of vehicular use area Trees required 63' or less from every parking space. 75%+ of the required parking lot trees must be broadleaf canopy trees. Trees and shrubs must be planted within 20 feet of the vehicular use area to count toward this provision.* * Screening/ Street Trees shall not count	153.013 (D)11g4			
<i>20 or more parking spaces-</i> 50% of the trees and shrubs required above must be planted in islands or medians located within the parking lot. Tree islands shall be evenly distributed throughout the parking lot. Min SF for islands = 2 parking spaces side by side Parking bays shall be broken up with landscaped islands. Planting trees in groups is encouraged	153.013 (D)11g5			
<i>Business or Manufacturing District</i> Screening required for open storage of any non-retail goods or any unenclosed structure used for storage of materials, products, wastes or equipment if located within 100' of the street ROW. Screening to block from the public view from any street right-of-way to be an opaque wall or fence	153.063 (A)3 153.063 (C)1b			

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<i>Business or Manufacturing Abuts Residential District</i> screening shall be provided along side and/or rear property lines of the lot(s) except along any street or railroad ROW at the time such lots are developed or expanded (unless otherwise stipulated)	153.063 (A)1			
<i>Multifamily Developments</i> Screened from all other lots in a Residential (R) District along side and/or rear property lines of the lot(s) (not including other multi-family)	153.063 (A)2			
<i>Manufactured Home Developments</i> Screening required at rear and side property lines as well as abutting any lots in a residential district	153.063 (A)5			
<i>Zoning/ Conditional Use requirements</i> Any required screening shown in plans along the side and/or rear property lines of lot(s) except along any street or railroad ROW (unless otherwise stipulated)	153.063 (A)4			
<i>Screening Specifications</i> Screening complies with amount and type of screen materials to be planted per 100 linear feet as indicated in Figure 5- except as req'd for 153.063 (A)3 and is free from encroachment by structures, parking areas or other impervious surfaces	153.063 (C)1 ^a			
<i>Optional- Screening Relief Request</i> Requested by developer if unusual topography/ elevation would make strict adherence to the requirements of this section serve no meaningful purpose or would make it physically impossible to install and/or maintain the required screen	153.063 (D)			