

SITE PLAN INFORMATION

INFORMATION REQUIRED:

1. Name, address, telephone number of property owners:

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2. Name, address, telephone number of contractor:

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3. Present use of building, number of family units, square feet under roof:

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4. Proposed building, number of family units, proposed use, square feet under roof:

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5. Location of streets, curbs, sidewalks, gas, utilities and right-of-way:

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6. Location of proposed parking area with dimensions:

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7. Direction of traffic flow, to & from, and traffic signs:

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8. Please provide a sketch of proposed improvement on the back of this sheet.

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Date submitted to Public Affairs Department & Initials: \_\_\_\_\_

Date reviewed by Street & Alley Superintendent & Initials: \_\_\_\_\_

Date reviewed by Water & Sewer Superintendent & Initials: \_\_\_\_\_

Date owner or contractor notified of decision & initials: \_\_\_\_\_

AN ORDINANCE AMENDING THE HARRISBURG MUNICIPAL CODE BY THE ADDITIONAL PROVISION CHAPTER XIII, ARTICLE III, SECTION 13-43.(d) BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HARRISBURG, ILLINOIS AS FOLLOWS:

### ARTICLE III

#### DIVISION 2. CERTAIN PROPERTY LOCATED WITHIN THE CITY LIMITS

**Sec. 13-43. Off street parking requirements**

- (d) New Construction, construction of additions, remodeling of existing structures, or change in use of an existing structure ("The Project") shall be unlawful unless:
1. Prior to construction or remodeling or change of use the owner shall submit a site plan of the Project to the Administrative Assistant to the Mayor for review of the site and the effect the construction will have on property owned by the City of Harrisburg adjacent to the owner's property.

Information required to be submitted with the Site Plan:

- a. Name, address, and telephone number of the property owners proposing the construction and/or change in use.
- b. Name, address, and telephone number of the contractor/developer
- c. Present building use including the number of family units, apartments, and square feet under roof.
- d. Proposed building use including number of family units, proposed use, and number of square feet to be under roof.
- e. Location of existing streets, curbs, sidewalks, easements and rights of way along with existing water, sewer, power, electrical, gas, and phone utilities adjacent to the property.
- f. Location of proposed parking area with dimensions.
- g. Direction of traffic flow, to and from the area, along with traffic control signals.

The site plan will be submitted by the Administrative Assistant to the Mayor to the Superintendent of the Street and Alley Department and to the Superintendent of the Water and Sewer Department who shall review the site plans to determine the effect of the plan on city property rights, rights of way for utilities and street parking. The Superintendents shall complete their review and shall reduce to writing their comments along with a recommendation for approval or disapproval and make the same available to the Administrative Assistant to the Mayor within seventy-two (72) business hours after the site plan is submitted by the owner. The new

construction shall be unlawful if it adversely effects the city property or right of way for utilities, water use, sewer use, or does not provide for adequate off street parking.

- 2. Adequate off street parking shall be defined as follows:
  - a. Single and Multi family buildings shall have off street parking equal to at least two cars per family unit a minium of 400 square feet per family unit.
  - b. Commercial structures shall have at least three parking places per each 1,000 square feet of building or part thereof under roof.
  - c. Commercial structures as they exist, and multi family buildings as they exist on the effective date of this ordinance shall not be required to comply with the requirements of this ordinance.

If the Administrative Assistant to the Mayor does not approve the Project, the matter may be appealed by the Owner to the City Council.

The site plan drawing an information shall be submitted by the Administrative Assistant to the Mayor and to the City Council along with the written recommendations of the Superintendent of the Street and Alley Department and the Superintendent of the Water and Sewer Department for the Council's approval. If the Council approves of the site plan the Project may proceed in accordance with the site plan.


If the council does not approve the site plan as submitted and the owner proceeds with the Project or proceeds in a manner not consistent with the site plan submitted, the Superintendent of the Water and Sewer Department shall cause the water service to the property to be disconnected until further order of the city council.

This ordinance shall be in full force and effect 10 days from the date of its passage, approval and publication by law.

Adopted at regular meeting on this 3rd day of February, 2000 on roll call vote as follows:

AYES 5 NAYS \_\_\_\_\_ PRESENT \_\_\_\_\_ ABSENT \_\_\_\_\_

Approved this 3rd day of February, 2000

  
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 Ron Morse, Mayor

ATTEST:

  
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 Adele Abraham, City Clerk