

Champaign County
Department of



Brookens Administrative
Center
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
zoningdept@co.champaign.il.us
www.co.champaign.il.us/zoning

To: **Environment and Land Use Committee**

From: **Andy Kass, Associate Planner**
John Hall, Director & Zoning Administrator

Date: **October 3, 2013**

RE: **Zoning Ordinance Map Amendment Case 756-AT-13**

Request: **Amend Paragraph 7.1.2L. to add a requirement that any new RURAL HOME OCCUPATION with any new exterior lighting for an outdoor storage area, and/or outdoor operations area, and/or parking area, and/or new building with exterior lighting or any wholly new outdoor storage area that is lighted or wholly new outdoor operations area that is lighted or parking area that is lighted, and/or new building with exterior lighting, that is added to any existing RURAL HOME OCCUPATION, shall have exterior lighting that is full-cutoff type lighting fixtures with limited light output and other relevant restrictions.**

Petitioner: **Zoning Administrator**

STATUS

The Zoning Board of Appeals voted 5 to 0 (with one member absent) to RECOMMEND ENACTMENT of this amendment at the September 26, 2013, public hearing.

The Summary Finding of Fact has been updated to reflect the recommendation of the ZBA (see underlined text).

ATTACHMENTS

A Summary Finding of Fact

Attachment A. Summary Finding of Fact

October 3, 2013

SUMMARY FINDING OF FACT

From the documents of record and the testimony and exhibits received at the public hearing conducted on, **June 13, 2013, August 15, 2013, and September 26, 2013**, the Zoning Board of Appeals of Champaign County finds that:

1. Regarding the effect of the proposed amendment on the Land Resource Management Plan (LRMP):

A. Regarding Goal 6:

- **It WILL HELP ACHIEVE Objective 6.1 ensuring that rural development does not endanger public health or safety because it WILL HELP ACHIEVE the following:**
 - **Policy 6.1.3 preventing nuisances created by light and glare (see Item 11.A.(1)).**
- **It will either not impede or is not relevant to the other Objectives and Policies under this goal.**
- **Based on achievement of the above Objectives and Policies, the proposed map amendment WILL HELP ACHIEVE Goal 6 Public Health and Public Safety.**

- B. The proposed text amendment **WILL NOT IMPEDE** the following LRMP goal(s):

- **Goal 1 Planning and Public Involvement**
- **Goal 2 Governmental Coordination**
- **Goal 3 Prosperity**
- **Goal 4 Agriculture**
- **Goal 5 Urban Land Use**
- **Goal 7 Transportation**
- **Goal 8 Natural Resources**
- **Goal 9 Energy Conservation**
- **Goal 10 Cultural Amenities**

- B. Overall, the proposed text amendment **WILL HELP ACHIEVE** the Land Resource Management Plan.

2. The proposed Zoning Ordinance text amendment **WILL HELP ACHIEVE the purpose of the Zoning Ordinance** as follows:

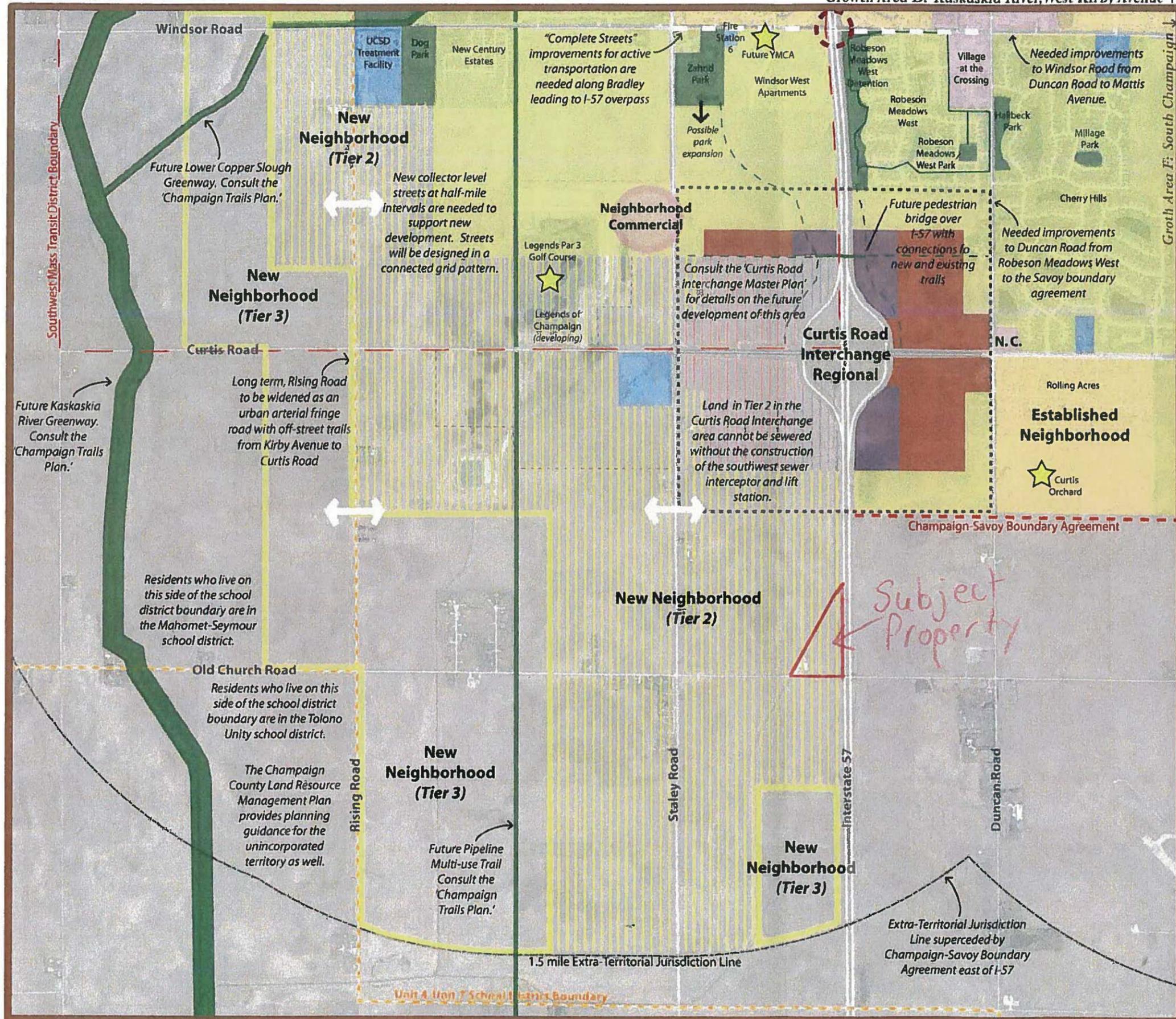
- Promote public health, safety, and welfare (Purpose 2.0 (e) see Item 16.E.).
- Regulates and limits the intensity of the use of lot areas, and regulating and determining the area of open spaces within and surrounding buildings and structure (Purpose 2.0 (h) see Item 16.H.).
- Classifies, regulates, and restricts the location of a specific trade (Purpose 2.0 (i) see Item 16.I.).
- Fixes regulations and standards to which buildings, structures, or uses therein shall conform (Purpose 2.0 (k) see Item 16.K.).

Attachment A. Summary Finding of Fact

October 3, 2013

- Ensures compatibility in the Zoning Districts that an RHO is authorized in (Purpose 2.0 (l) see Item 16.L.).

Growth Area D: Kaskaskia River, West Kirby Avenue ↑



Growth Area E Southwest Champaign

Opportunities and Constraints

The Curtis Road Interchange has become a new gateway to the community and a key entryway to the University of Illinois. The land surrounding the interchange is part of the Curtis Road Interchange Master Plan, which also includes design guidelines that will ensure high quality, comprehensively planned development. There is opportunity for a mix of employment, shops, services and housing with integrated plazas and open spaces. In addition to the Curtis Road Interchange area, there are large tracts of land planned for residential development.

Challenges in this area are found in sewerability and transportation. A new southwest sewer interceptor and lift station is needed in order to develop land south of Curtis Road. The greatest challenge is the large amount of unfunded arterial road improvements needed in this area. Another transportation challenge comes from the Southwest Mass Transit District, which does not provide transit. The I-57 overpass at Windsor Road is in need of widening, and is not safe for bicyclists and pedestrians.

Infrastructure and Public Services

Sanitary Sewers:

Following the completion of a new southwest sewer interceptor and lift station, this area has considerable land available south of Curtis Road. Tier 2 areas have outstanding sewer needs that are not yet satisfied.

Roads:

Over 6 lane miles of arterial road improvements to Mattis Avenue, Duncan Road, Rising Road, Staley Road and Windsor Road are needed here.

Transit:

This area has limited weekday transit service provided by the CUMTD Navy, Green Express and West Direct lines as of 2010. Certain areas of the west side of I-57 are part of the Southwest Transit District. The Southwest Transit District does not provide transit service.

Fire Protection:

Fire Station 8 provides adequate coverage of this area.

Parks and Trails:

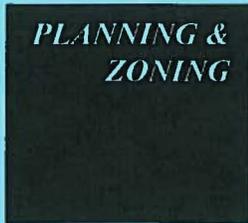
The existing Champaign neighborhoods east of I-57 are adequately served by neighborhood parks. The Curtis Road Interchange area is envisioned to develop with parks, plazas and trails as described in the Master Plan, as well as an I-57 pedestrian overpass. New parks should be sited adjacent to the Pipeline Trail to maximize connectivity. Expansion of Zahnd Park should be considered. Along the Kaskaskia River, opportunities for park space should be explored.

Other Considerations:

A new police patrol district will be needed as growth extends west and southwest. The location of a boundary agreement with Savoy, west of I-57, is under discussion.



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To: **Environment and Land Use Committee**

From: **Andy Kass**, Associate Planner
John Hall, Director & Zoning Administrator

Date: **October 3, 2013**

RE: **Zoning Ordinance Map Amendment Case 732-AT-12**

Request: **Revise Section 7.1.2 to amend the standards for Rural Home Occupations.**

Petitioner: **Zoning Administrator**

STATUS

The Zoning Board of Appeals voted 5 to 0 (with one member absent) to RECOMMEND ENACTMENT of this amendment at the September 26, 2013, public hearing.

The Summary Finding of Fact has been updated to reflect the recommendation of the ZBA (see underlined text).

ATTACHMENTS

A Summary Finding of Fact

Attachment A. Summary Finding of Fact

October 3, 2013

SUMMARY FINDING OF FACT

From the documents of record and the testimony and exhibits received at the public hearing conducted on, **January 31, 2013; February 14, 2013; February 28, 2013; April 11, 2013; June 13, 2013; August 15, 2013; and September 26, 2013**, the Zoning Board of Appeals of Champaign County finds that:

1. Regarding the effect of the proposed amendment on the Land Resource Management Plan (LRMP):

A. Regarding Goal 4:

- It **WILL HELP ACHIEVE** Objective 4.3 requiring any discretionary development to be on a suitable site because it **WILL HELP ACHIEVE** the following:
 - Policy 4.3.4 requiring existing public infrastructure be adequate to support the proposed development effectively and safely without undue public expense (see Item 14.C.(3)).
- It will either not impede or is not relevant to the other Objectives and Policies under this goal.
- Based on achievement of the above Objectives and Policies, the proposed map amendment **WILL HELP ACHIEVE Goal 4 Agriculture.**

B. Regarding Goal 7:

- Objective 7.1 consider traffic impact in land use decisions because it **WILL HELP ACHIEVE** Objective 7.1.
- It will either not impede or is not relevant to the other Objectives and Policies under this goal.
- Based on achievement of the above Objectives and Policies and because it will either not impede or is not relevant to the other Objectives and Policies under this goal, the proposed map amendment **WILL HELP ACHIEVE Goal 7 Transportation (see Item 17.A.(1)).**

- C. The proposed text amendment will NOT IMPEDE** the following LRMP goal(s):

- **Goal 1 Planning and Public Involvement**
- **Goal 2 Governmental Coordination**
- **Goal 3 Prosperity**
- **Goal 6 Public Health and Public Safety**
- **Goal 8 Natural Resources**
- **Goal 9 Energy Conservation**

- D. The proposed text amendment is NOT RELEVANT** to the following LRMP goal(s):

- **Goal 5 Urban Land Uses**

Attachment A. Summary Finding of Fact

October 3, 2013

● Goal 10 Cultural Amenities

- E. Overall, the proposed text amendment **WILL HELP ACHIEVE** the Land Resource Management Plan.
2. The proposed amendment **HELPS ACHIEVE the purpose of the Zoning Ordinance** as follows:
- A. Conserves the value of land, BUILDINGS, and STRUCTURES throughout the COUNTY (Purpose 2.0 (b); see Item 16.B).
 - B. Lessens and avoids congestion in the public streets (Purpose 2.0 (c); see Item 16.C.).
 - C. Regulates and limits the intensity of the use of lot areas, and regulating and determining the area of open spaces within and surrounding buildings and structure (Purpose 2.0 (h); see Item 16.H.).
 - D. Classifies, regulates, and restricts the location of a specific trade (Purpose 2.0 (i); see Item 16.I.).
 - E. Ensures compatibility in the Zoning Districts in which RHOs are authorized (Purpose 2.0 (l); see Item 16.L.).
3. The proposed text amendment **WILL IMPROVE** the Zoning Ordinance in the following ways:
- A. In regards to the proposed limits on the number of vehicles and equipment permissible at an RHO (see Item 17.A.(3)):
 - (1) **it makes the Ordinance easier to understand** in regards to the limits on vehicles and equipment permissible at an RHO;
 - (2) **it helps protect rural roads** by making the weight limits on vehicles consistent with the Illinois Vehicle Code;
 - (3) **it helps protect neighbors by retaining current limits** for the total number of vehicles that are permissible at an RHO; and the current limit on the number of very large vehicles (such as semi-trucks and tandem axle vehicles); and the current limit on the amount of equipment that may be stored outdoors;
 - (4) **it helps RHO owners by eliminating current overly restrictive requirements** of the current 8,000 pound vehicle weight limit for RHOs; and by eliminating the need for screening of equipment if there is no more than two complete pieces of equipment; and including new rules that allow greater flexibility in the numbers of equipment stored outdoors if the equipment is on a trailer and also if the trailer is connected to a motor vehicle; and it actually increases the total amount of equipment permissible at an RHO because it does not limit the amount of equipment that may be stored indoors;

Attachment A. Summary Finding of Fact

October 3, 2013

- (5) **it protects current RHO owners** by adding specific rules regarding nonconformity of vehicles and equipment at RHOs that existed prior to September 1, 2012.
- B. In regards to the proposed parking requirements for vehicles at an RHO and the outdoor storage requirements for equipment at an RHO (see Items 17.A.(4) and (5)):
- (1) **it makes the screening requirements easier to understand** in regards to an RHO;
- (2) **it helps RHO owners by eliminating current overly restrictive requirements** for separation of parking from the property line and any off-site dwelling; and the 8,000 pound vehicle weight threshold for screening; and the requirement for a loading berth; and eliminates the requirement for paving of parking areas.
- (3) **it ensures adequate protection for neighbors by retaining current screening requirements** even though the vehicle weight threshold is increased from 8,000 pound to 15,000 pounds; and prohibiting parking in the street.
- C. In regards to the proposed changes regarding the regulation of employees at an RHO (see Item 17.C.):
- (1) **it helps some RHO owners by increasing the number of employees allowed** on properties two acres and larger.
- (2) **it helps all RHO owners by adding flexibility** to allow all workers to be onsite for short periods and for family members who move from the property.
- D. The Zoning Board of Appeals has reviewed an updated RHO handout with new examples of RHO site plan requirements and an updated RHO application form and found that these materials are ready to be used upon adoption of the proposed amendment. The handout and application form can be updated later without a text amendment as the need arises.

RHO

RURAL HOME OCCUPATION

OVERVIEW OF REGULATIONS FOR RURAL HOME OCCUPATIONS

Rural Home Occupations are permitted only in the AG-1, Agriculture, AG-2, Agriculture and CR, Conservation-Recreation Zoning Districts. They are not permitted in some residential subdivisions or within 500 feet of a residential zoning district. Check with the Department of Planning and Zoning.

The following summarizes Section 7.1.2 of the Champaign County Zoning Ordinance that applies to all Rural Home Occupations. Rural Home Occupations are permitted as an accessory use to a residence (dwelling) subject to the following:

- A. All Rural Home Occupations must obtain a Zoning Use Permit prior to operation (see 7.1.2 L. of the Zoning Ordinance).
- B. **Prohibited** Activities include (see 7.1.2 I. of the Zoning Ordinance):
 - i. outdoor storage of any number of unlicensed vehicles or more than two licensed vehicles awaiting automobile or truck repair;
 - ii. outdoor automobile or truck repair;
 - iii. salvage or recycling;
 - iv. outdoor storage of any vehicle, equipment or container used for solid waste hauling;
 - v. retail sale of articles not produced on the site except grain seed sales or as such sales are incidental to providing a service.
- C. Limits on non-resident employees are established in paragraph 7.1.2 B. of the Zoning Ordinance but the primary limits are the following:
 - i. on lots smaller than two acres no more than one employee may be present on the premises and no more than one additional employee may report to the site for work performed off the premises.
 - ii. on lots two acres or larger no more than two employees may be present on the premises and no more than three additional employees may report to the site for work performed off the premises.
- D. Changes to the exterior of the dwelling or accessory building which would indicate that it is being utilized in whole or in part for any purpose other than that of a residential or farm building are prohibited (see 7.1.2 C. of the Zoning Ordinance).
- E. No more than one sign of not more than six square feet in area is permitted (see 7.1.2 D. of the Zoning Ordinance).
- F. Non-farm MOTOR VEHICLES that may be parked or used at any RURAL HOME OCCUPATION shall be limited as established in 7.1.2 E. of the Zoning Ordinance. The Zoning Ordinance defines a "MOTOR VEHICLE" as a self-propelled free-moving vehicle for the conveyance of goods or persons on a STREET. Some important limits are the following:

NOTE: This handout summarizes the major provisions applying in unincorporated areas. Cities and Villages may have different regulations. Other restrictions may apply.

Contact the Champaign County Department of Planning and Zoning, 1776 E. Washington Street,
Urbana, Illinois 61802. Phone: (217)384-3708

1. No more than three MOTOR VEHICLES that are either a truck tractor and/ or a MOTOR VEHICLE with tandem axles, both as defined by the Illinois Vehicle Code (625 ILCS 5/1 et seq), are allowed and all MOTOR VEHICLE loads and weights shall conform to the Illinois Vehicle Code (625 ILCS 5/15-111).
 2. No more than 10 MOTOR VEHICLES and/ or licensed semitrailers and/ or licensed pole trailers are allowed in total but that limit does not apply to patron or employee or owner personal MOTOR VEHICLES.
 3. All MOTOR VEHICLES and licensed semitrailers and licensed pole trailers shall be stored in a BUILDING or parked outdoors on the property subject to the following:
 - (a) The Zoning Ordinance does not require parking areas for Rural Home Occupations to be paved and no parking shall occur in the STREET RIGHT OF WAY.
 - (b) All required off-street parking must be indicated on the site plan and must conform to all Zoning Ordinance requirements.
 - (c) No more than 10 MOTOR VEHICLES and licensed semitrailers and/or licensed pole trailers and complete pieces of equipment or some combination thereof, may be kept outdoors but this limit does not apply to patron or employee or owner personal MOTOR VEHICLES. See paragraph 7.1.2 F.2. including rules for when equipment on a trailer is connected to a MOTOR VEHICLE
 - (d) The Zoning Ordinance limits how close parking may occur to the property boundary. See subparagraph 7.1.2 E.4.
 - (e) The Zoning Ordinance requires parking areas to be screened in some instances. See subparagraph 7.1.2 E.4.
- G. Non-farm equipment and attachments that may be stored and/ or used at any RURAL HOME OCCUPATION shall be limited as follows:
1. See 7.1.2 F. of the Zoning Ordinance for an explanation of what is "equipment".
 2. All equipment and attachments kept outdoors or used outdoors must be operable.
 3. Equipment kept in outdoor STORAGE or used outdoors must be stored or used at least 10 feet from any LOT LINE (see 7.1.2 E.4. of the Zoning Ordinance) and screened as required by 7.1.2 K. of the Zoning Ordinance.
- H. Processes employed must not create odor, dust, noise, gas, smoke, or vibration discernable at the property line other than of such a nature, quantity, intensity, duration, or time or occurrence as would customarily be associated with agriculture.
- I. No storage of volatile liquid, flammable gases, hazardous material or explosives is permitted except as such might be kept for customary agricultural purposes in quantities and concentrations customarily found on farms.
- J. Outdoor sales displays must be limited to items produced on-site, and occupy an area no larger than 500 square feet. Displays are not permitted in required front, side or rear yard setbacks.

NOTE: This handout summarizes the major provisions applying in unincorporated areas only. Cities and Villages may have different regulations. Other restrictions may apply.

Champaign County Department of Planning and Zoning, 1776 E. Washington Street, Urbana, Illinois 61802. Phone: (217) 384-3708

- K. *(ONLY APPLIES IF CASE 756-at-13 IS APPROVED)* All exterior lighting used to illuminate the Outdoor STORAGE and/or OPERATIONS area and/or parking area and/or building exterior for a RURAL HOME OCCUPATION established after {EFFECTIVE DATE OF THE ORDINANCE} or any new Outdoor STORAGE and/or OPERATIONS area and/or parking area and/or building exterior that is added after {EFFECTIVE DATE OF THE ORDINANCE} to any existing RURAL HOME OCCUPATION shall be full-cutoff type lighting fixtures that shall be located and installed so as to minimize glare and light trespass onto adjacent properties as follows (see 7.1.2 L. of the Zoning Ordinance):
1. Full-cutoff means that the lighting fixture emits no light above the horizontal plane. The manufacturer's documentation of the full-cutoff feature shall be submitted for all exterior light fixtures.
 2. No lamp shall be greater than 250 watts.
 3. Locations and numbers of exterior lighting fixtures shall be indicated on the site plan (including floor plans and building elevation).
- L. The Rural Home Occupation regulations in the Zoning Ordinance have been amended over time since first adopted. Some Rural Home Occupations are legally nonconforming and do not have to conform to the newer requirements. See 7.1.2 N. of the Zoning Ordinance.

SCREEN STANDARDS

The Zoning Ordinance defines a "SCREEN" as a STRUCTURE or landscaping element of sufficient opaqueness or density and maintained such that it completely obscures from view throughout its height the PREMISES upon which the SCREEN is located. Section 4.3.3 H. of the Zoning Ordinance establishes the following standards for required SCREENS for parking areas and outdoor storage areas:

1. Type A: Decorative opaque fence, shrubs or other vegetative material or a landscaped berm planted and maintained with a minimum HEIGHT of four feet as measured from the highest adjacent grade.
2. Type B: An opaque fence or wall with a minimum HEIGHT of four feet as measured from the highest adjacent grade.
3. Type C: A landscaped berm or an opaque fence or wall, or SCREEN PLANTING with a minimum HEIGHT of six feet as measured from the highest adjacent grade. A "SCREEN PLANTING" is a vegetative material of sufficient height and density to filter adequately from view, in adjoining DISTRICTS, STRUCTURES, and USES on the PREMISES upon which the screen planting is located.
4. Type D: A landscaped berm, or an opaque fence or wall, or SCREEN PLANTING with a minimum HEIGHT of eight feet as measured from the highest adjacent grade.

EXAMPLE SITE PLANS

Example site plans illustrating these requirements and illustrating what is required to be on a site plan are attached to this handout.

NOTE: This handout summarizes the major provisions applying in unincorporated areas only. Cities and Villages may have different regulations. Other restrictions may apply.

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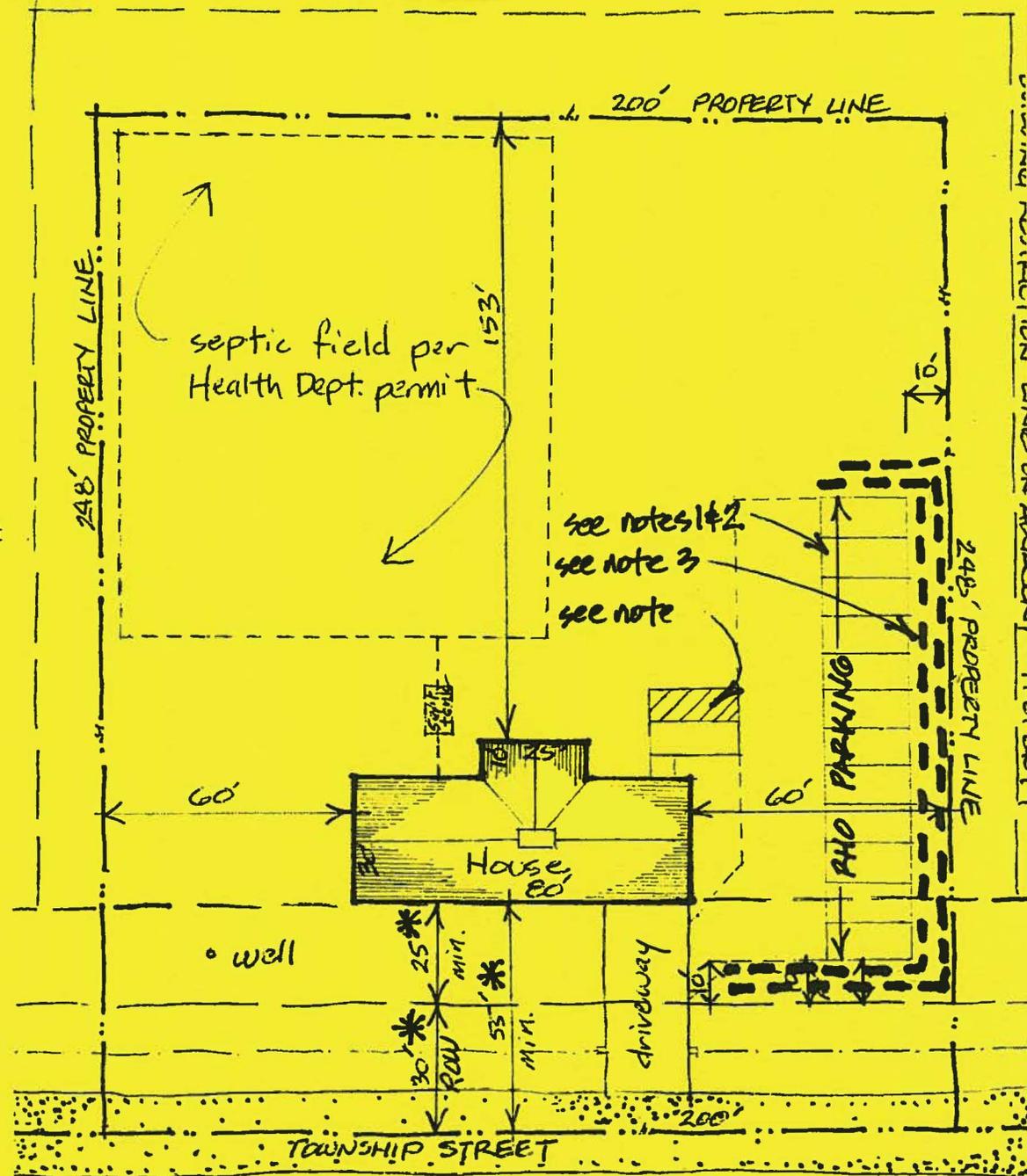
Example RHO Site Plan A. RHO on One acre lot w/ no accessory building

This example assumes the following:

- the maximum number of RHO vehicles but no vehicle over 15,000 pounds gross weight
- the maximum number of employees;
- no patron vehicles; and
- dwellings exist on all adjacent lots

Site Plan Notes

1. Parking spaces for onsite employees; max. 2 employees; each space min. 9'x20'; paving and striping not required
2. Parking spaces for RHO vehicles; max. 10 vehicles and/or equipment stored outdoors; each parking space min. 9'x20'; paving and striping not required; NO PARKING IN STREET
3. Screening is required for more than 4 vehicles or any vehicle more than 15,000 pounds gross wt.; Type A screening req. if less than 15,000 pounds gross weight); Arborvitae that is 4 feet tall at time of planting in two rows and spaced such that 50% of required screen shall be in place within 2 years (not req. if no dwelling on adjacent lot or if RHO parking is more than 100 feet from Building Restriction Line of adjacent lot)
4. Exterior lighting (optional; must be full cutoff; w/ max. 250 watt lamp)
5. Paved accessible parking space for RHO; 16' x 20' w/ striping and sign; also accessible path to accessible building entrance (Note: May not apply. Contact Doug Gamble at Illinois Capital Development Board (217-782-8530 or Doug.gamble@illinois.gov)
6. Sign (optional; not more than 6 square feet in area)



Note: Minimum required dimensions for setback and front yard vary depending upon the street classification at each location. Check with the Department of Planning and Zoning.

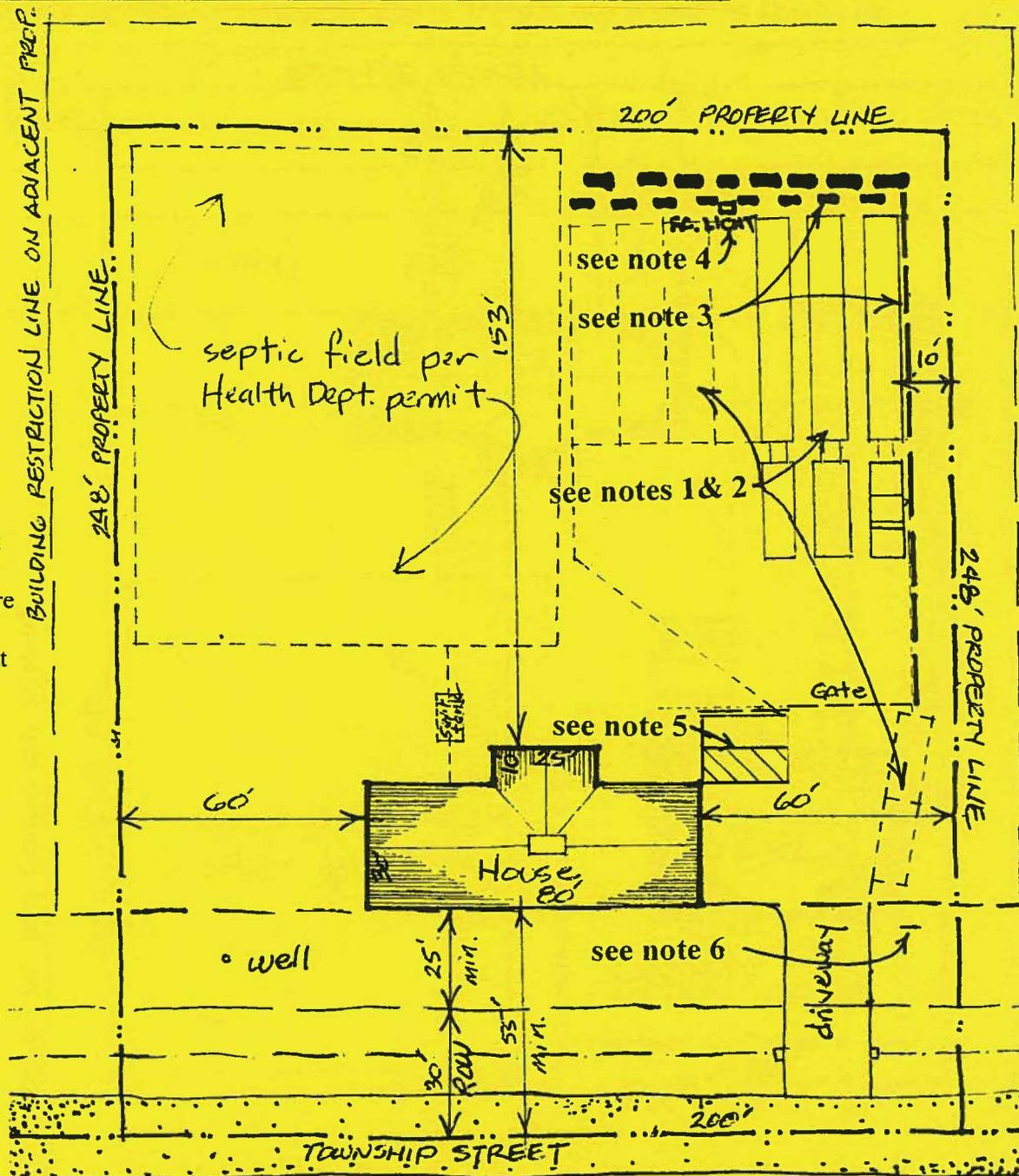
Example RHO Site Plan B. Truck Tractor RHO on One acre lot w/ no accessory building

This example assumes the following:

- the maximum number of truck tractors and semitrailers;
- the maximum number of employees;
- no patron vehicles; and
- dwellings exist on all adjacent lots

Site Plan Notes

1. Parking spaces for onsite employees; max. 2 employees; each space min. 9'x20'; paving and striping not required but NO PARKING IN STREET
2. RHO parking spaces for three truck tractors and connected semitrailers and four unconnected semitrailers; paving not required but NO PARKING IN STREET
3. Screening required for RHO parking if the parking is located within 100 feet from Building Restriction Line of adjacent lot with dwelling; Type A screening required for more than 4 vehicles and Type D screening required for any vehicle more than 15,000 pounds gross weight; this example illustrates Type D that is a solid fence and Type D that is Arborvitae that is 6 feet tall at time of planting in two rows and spaced such that 50% of required screen shall be in place within 2 years
4. Exterior lighting (not required but if provided shall be full-cutoff type w/ max. 250 watt lamp)
5. Paved accessible parking space for RHO; 16' x 20' w/ striping and sign; also accessible path to accessible building entrance (Note: May not apply. Contact Doug Gamble at Illinois Capital Development Board (217-782-8530 or Doug.gamble@illinois.gov)
6. Sign (not required but if provided shall not be more than 6 square feet in area)



Note: Minimum required dimensions for setback and front yard vary depending upon the street classification at each location. Check with the Department of Planning and Zoning.

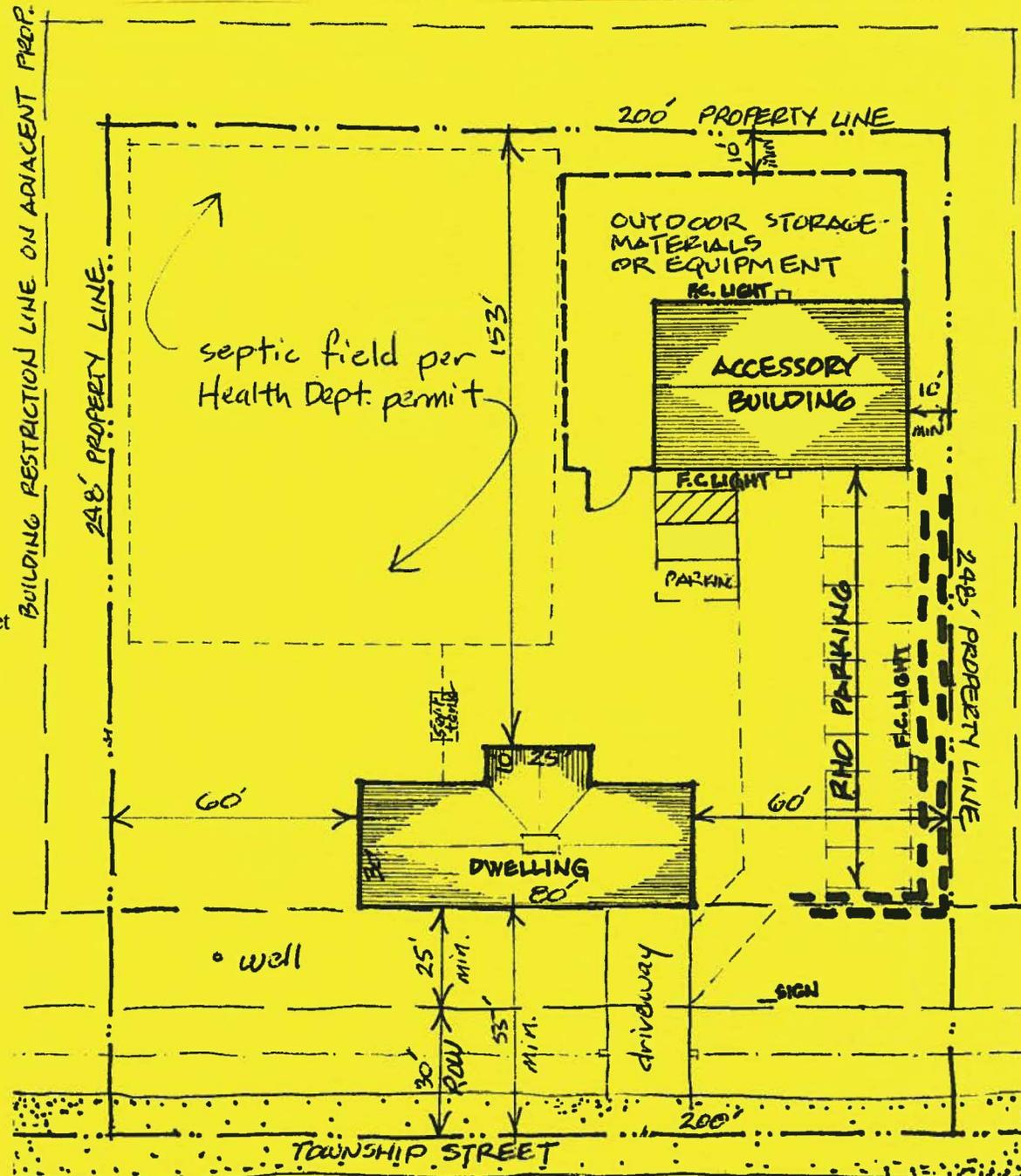
Example RHO Site Plan C. RHO on One acre lot w/ accessory building & outdoor storage

This example assumes the following:

- the maximum number of RHO vehicles (but none w/ gross weight more than 15,000 pounds)
- the maximum number of employees;
- one accessory building for the RHO;
- outdoor storage for equipment or materials ;
- no patron vehicles;
- dwellings exist on all adjacent lots; and
- exterior lights on accessory building and in parking area

Site Plan Notes

1. Parking spaces for onsite employees; max. 2 employees; each space min. 9'x20'; paving and striping not required
2. Parking spaces for RHO vehicles; max. 10 vehicles and/or equipment stored outdoors; each parking space min. 9'x20'; paving and striping not required; NO PARKING IN STREET
3. Screening is required for more than 4 vehicles or any vehicle more than 15,000 pounds gross wt.; Type A screening req. if less than 15,000 pounds gross weight); Arborvitae that is 4 feet tall at time of planting in two rows and spaced such that 50% of required screen shall be in place within 2 years (not req. if no dwelling on adjacent lot or if RHO parking is more than 100 feet from Building Restriction Line of adjacent lot)
4. Accessory building for RHO (optional); Zoning Use Permit; must not look other than residential or agricultural
5. Outdoor storage area (optional; any outdoor storage must be screened with Type D screen (8 feet tall); opaque fence)
6. Exterior lighting (optional; must be full cutoff; w/ max. 250 watt lamp)
7. Paved accessible parking space for RHO; 16' x 20' w/ striping and sign; also accessible path to accessible building entrance (Note: May not apply. Contact Doug Gamble at Illinois Capital Development Board (217-782-8530 or Doug.gamble@illinois.gov)
8. Sign (optional; not more than 6 square feet in area)



Note: Minimum required dimensions for setback and front yard vary depending upon the street classification at each location. Check with the Department of Planning and Zoning.

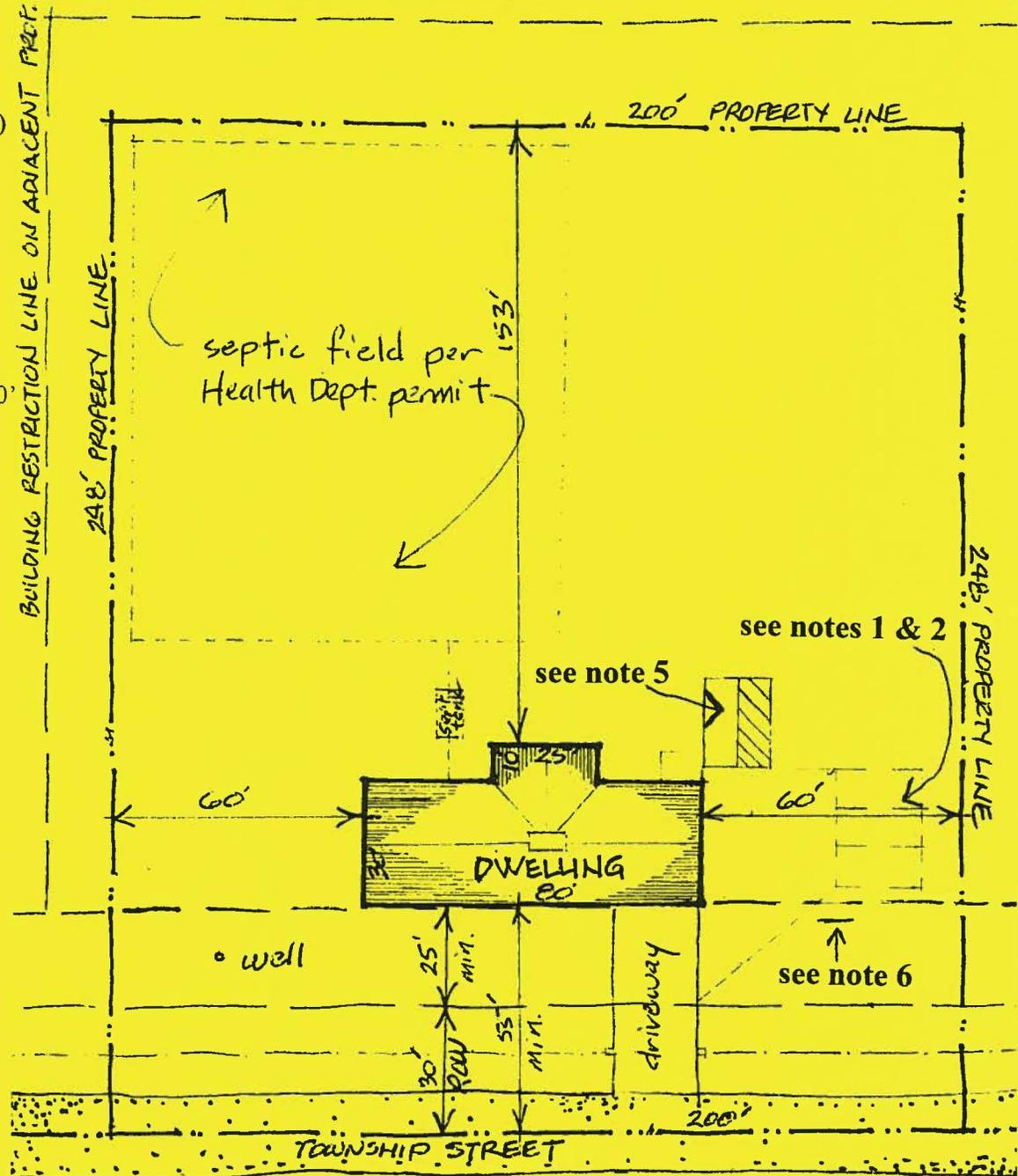
Example RHO Site Plan D. Small RHO on One acre lot w/ no accessory building

This example assumes the following:

- no more than two pieces of equipment (kept on trailers) and no more than four RHO, employee, & patron vehicles & equipment in total (each less than 15,000 pounds gross weight)
- dwellings exist on all adjacent lots; and
- no exterior lights on parking area

Site Plan Notes

1. Parking spaces for onsite employees; max. 2 employees; each space min. 9'x20'; paving and striping not required
2. No more than four parking spaces for RHO vehicles, employees, patrons, and equipment on trailers; each parking space min. 9'x20' paving and striping not required; NO PARKING IN STREET
3. Although screening is not required in this example, screening is required for more than 4 vehicles or any vehicle more than 15,000 pounds gross wt.; Type A screening req. if less than 15,000 pounds gross weight); Arborvitae that is 4 feet tall at time of planting in two rows and spaced such that 50% of required screen shall be in place within 2 years (not req. if no dwelling on adjacent lot or if RHO parking is more than 100 feet from Building Restriction Line of adjacent lot)
4. Exterior lighting (optional; must be full cutoff; w/ max. 250 watt lamp)
5. Paved accessible parking space for RHO; 16' x 20' w/ striping and sign; also accessible path to accessible building entrance (Note: May not apply. Contact Doug Gamble at Illinois Capital Development Board (217-782-8530 or Doug.gamble@illinois.gov)
6. Sign (optional; not more than 6 square feet in area)



Note: Minimum required dimensions for setback and front yard vary depending upon the street classification at each location. Check with the Department of Planning and Zoning.

Champaign County
Department of
PLANNING & ZONING
1776 E. Washington Street
Urbana, Illinois 61802
Telephone: (217)384-3708
FAX: (217)819-4021
Hours: 8:00 am - 4:30 pm

FOR OFFICE USE ONLY	
Township _____	
Section _____ T _____ N _____	
Tax Parcel No. _____	
Permit Application No. _____	
Receipt No. _____	Date _____
Zoning District _____	Lot Area _____

RURAL HOME OCCUPATION PERMIT APPLICATION

All information requested **must** be completed on this application. Attach additional pages, if necessary. Applicants are encouraged to visit this office and assistance will be given in filling out this form. If possible, please call (217) 384-3708 for an appointment to avoid delays.

Application is hereby made for a Zoning Use Permit for a RURAL HOME OCCUPATION as required under the Zoning Ordinance for Champaign County, Illinois. In making this application, the applicant represents all of the following statements and any attachments as a true description of the proposed RURAL HOME OCCUPATION to be carried on in the house and/or accessory buildings on the property described herein. The permit fee for a RURAL HOME OCCUPATION is \$33.00.

A separate Zoning Use Permit Application is required for any construction of new buildings or additions to existing buildings.

Owner and/or Lessee of the Property: _____ Telephone: _____

Property Owner or Agent, if other than Applicant: _____

Address: _____

Address of Proposed RURAL HOME OCCUPATION: _____

Legal Description of Property: _____

Tax Parcel Number: _____ Size of Parcel: _____ Zoning District: _____

SPECIFICS OF RURAL HOME OCCUPATION

1. Name of RURAL HOME OCCUPATION (Assumed Name, if any): _____

2. Name of Proprietor(s) of RURAL HOME OCCUPATION (if different than owner): _____

3. Name and address of any other person having an ownership interest in the RURAL HOME OCCUPATION:

4. Brief description of the nature of the RURAL HOME OCCUPATION: _____

5. Number of on-site Employees other than resident family members: Full time: ____ Part time: ____
6. If you will have a sign advertising the RURAL HOME OCCUPATION, describe the size, height, type (freestanding or wall mounted), and the location (show on site plan): _____

7. Explain which portions of the house and/or any accessory building are to be used in the operation of the RURAL HOME OCCUPATION: _____

8. Identify all vehicles to be used in the RURAL HOME OCCUPATION that will be on-site at anytime:

a. Identify any vehicles that are either a truck tractor and/or a vehicle with tandem axles, both as defined by the Illinois Vehicle Code (625 ILCS 5/1 et seq). Please identify each truck tractor and tandem axle as indicated below and include make, model, year, color, and license plate # (indicate 'NA' if not applicable):

<u>Check if :</u>		<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>Color</u>	<u>License Number</u>
<u>TRUCK TRACTOR</u>	<u>TANDEM AXLE</u>					

b. List all other vehicle(s) and licensed semitrailers and licensed pole trailers used in the RURAL HOME OCCUPATION that will be on-site at anytime. Please identify the make, model, years, color, license plate #, and gross vehicle weight for each (indicate 'NA' if not applicable):

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>Color</u>	<u>License Number</u>	<u>Gross Vehicle Weight</u>

c. Indicate how many employee vehicles and/or patron vehicles may be on-site at anytime (indicate 'NA' if not applicable):

Employee vehicles: _____ Patron Vehicles: _____

9. Identify all equipment used in the RURAL HOME OCCUPATION that will be on-site and stored outdoors at anytime (indicate 'NA' if not applicable):

<u>Type of Equipment</u>	<u>Make</u>	<u>Model</u>	<u>Color</u>	<u>Gross Weight</u>

10. List all **types and quantities** of solvents, acids, paints, organic chemicals, heavy metals, flammable liquids, compressed gases, or other hazardous or potentially hazardous materials used in the RURAL HOME OCCUPATION: _____

11. Please list all RURAL HOME OCCUPATION activities that will be occurring outdoors on the property and indicate where the activities will be occurring on the site plan (indicate 'NA' if not applicable): _____

12. Identify any products offered for sale: _____

13. Will there be any new exterior lighting added and if so please explain where it will be located, indicate the lamp wattage, and include the manufacturer's documentation of full cutoff.

14. Other Comments: _____

15. Attach a Site Plan that indicates the following:
 - a. Property boundaries and overall dimensions of the property
 - b. Street access
 - c. Clearly indicate and dimension all existing and proposed buildings and the distance to the property lines for each building
 - d. Clearly indicate what part of any building is to be used in the RURAL HOME OCCUPATION
 - e. Water well (if present)
 - f. Septic field or sewer location
 - g. Parking areas for all vehicles listed on the application (include dimensions and distance(s) to property line(s)) and any required screening (minimum parking space is 9' by 20').
 - h. Outdoor storage area (indicate overall dimensions and distance(s) from property line(s)) and any required screening
 - i. Outdoor Sales Display Area (indicate overall dimensions and distance(s) from property line(s))
 - j. Location of and type of all exterior lighting (new lighting must be full cut-off; include manufacturer's documentation).
 - k. Location of any business sign advertising the RURAL HOME OCCUPATION

I/We am/are the proprietor(s) and owners or lessees of the above described property and RURAL HOME OCCUPATION business and have received a copy of , and have read Section 7.1.2 of the *Champaign County Zoning Ordinance*, relating to **RURAL HOME OCCUPATION** regulations, and fully understand them.

SIGNED: _____ DATE: _____

SIGNED: _____ DATE: _____

.....
DO NOT WRITE BELOW THIS LINE

Permit issued () Permit Number: _____ DATE: _____

Permit denied () Cause: _____

 Signature of Enforcing Officer

ADDITIONAL COMMENTS:

