

SITE PLAN REVIEW CRITERIA

**CITY OF ANDOVER, KANSAS
DEPARTMENT OF PUBLIC WORKS**

Les Mangus, Zoning Administrator
Phone 316-733-1303 Ext. 413
FAX 316-733-4634

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INTRODUCTION

THE ESTABLISHMENT OF SITE PLAN REVIEW IN ANDOVER

Public awareness of the physical condition of the community has increased over the years. Andover citizens have expressed a clear desire to identify, maintain, and enhance those qualities that make their community special. In response, the Andover City Council, in January 1997 established a site plan review process to ensure quality development and to increase public participation in the design and physical development of the community. In Andover, both an appearance standards checklist, and Site Plan Review Committee (SPRC) are utilized. The SPRC examines such issues as the compatibility of new development to surrounding property and neighborhoods, the quality of a proposed building design, and aesthetic impacts. The public works staff and SPRC use a checklist as a tool for evaluating the design of a proposed project.

THE APPEARANCE STANDARDS CHECKLIST:

Projects which are subject to review by the Site Plan Review Committee are subject to the guidelines in the appearance standards checklist contained herein. The intent of the checklist is to provide the ideas to the developer, and to offer a standard for evaluating design consistency for each development proposal and applicant. For the majority of projects, the checklist provides the necessary tools to ensure site compatibility and quality design. The checklist is available to the public and addresses seven design elements that include the following:

1. Relationship of Buildings to Site (building placement, access, pedestrian movement, parking, building scale and interrelationships).
2. Relationships to Adjoining Areas (styles, landscape transitions, harmony)
3. Landscape and Site Treatment (compatibility with existing patterns, hardscape elements, plant types and sizes, exterior lighting).
4. Building Design (design quality, relationship to surrounding, scale, materials, colors, sightlines)
5. Signs (size, scale, location, materials, graphic elements, lighting)
6. Miscellaneous Structures and Street Hardware (compatibility, scale, materials, color, lighting, maintenance)
7. Maintenance Planning and Design Factors (quality of material, durability, cleaning)

The importance of the appearance standards checklist is to ensure that each proposal receives comparable treatment. The checklist enables an applicant to incorporate design

related issues in the conceptual stages of the proposal, which may prevent future delays in the review process and may help reduce the need for review by the SPRC. The checklist does not dictate a specific architectural style, but rather encourages design compatibility with the surrounding uses and development.

MINIMUM FUNCTIONAL STANDARDS:

In addition to the appearance standards, the following minimum functional standards shall be shown, in the submittal, as a precondition to review by the Site Plan Review Committee.

SCREENING AND LANDSCAPING

Screening and/or landscaping shall be provided on all properties developed for multiple-family (except single family and duplexes, unless arranged in a courtyard setting), manufactured/mobile home park, institutional, office, business or industrial uses when such uses are established on property within or adjacent to any residential districts in accordance with the following standards and procedures:

- A. Screening shall be provided along all side or rear lot lines adjacent to such residential districts.
- B. Landscaping shall be provided along a front lot line to the depth of at least 10 feet whenever such front lot line is adjacent to or across from such residential districts. No other uses except driveways and signs shall be allowed in such a landscaped area.
- C. Screening shall be provided on all required development sufficient to reasonably hide from ground level view all loading docks, trash receptacles, outdoor storage, outdoor display, outdoor working areas, parking spaces and similar uses from such residential districts.
- D. Screening on the side or rear lot line may be reduced in height and intensity in the front yard area extending to the front lot line, i.e., the street right-of-way; however, screening shall not be required along such lot lines that in portion of the front yard which may be landscaped.
- E. Whenever properties are developed adjacent to an alley, screening may be omitted at driveways deemed essential for ingress and egress to uses established on the property.
- F. Screening may consist of fencing and/or landscaping provided that such screening will serve to adequately reduce:
 - 1. The visual effects on the environment caused by adjacent nonresidential or higher density residential uses;
 - 2. Noise;
 - 3. Lighting;

4. Glare; and
5. Blowing trash.
 - a. Screening fences must maintain the following standards:
 - (1) Not less than six feet in height
 - (2) Slating shall provide a 90% reduction in the passage of light
 - (3) Only gates which open to the street shall be allowed to remain open during the hours of operation.
 - b. Landscaping
 - (1) Maintaining a reduced visual impact to a height of not less than six feet, year-around, within one year of planting.

G. Landscaping and/or tree placement in street right-of-way.

1. Ornamental trees (20' or less at maturity)
 - a. Shall have no less than a 6' separation from curb or sidewalk, water or sanitary sewer lines, power poles or street lights.
 - b. Shall have no less than a 3' separation from parking area, buried utility, underground storm sewer, driveway approaches.
 - c. May be planted under electric aerial utility power lines, taller trees may not.
2. Shade trees (20' or greater at maturity)
 - a. Shall have no less than a 12' separation from curb or driveway.
 - b. Shall have no less than a 6' separation from sidewalk, parking area, water or sanitary sewer lines, buried utility lines, underground storm sewer, street lights.
 - c. May not be planted in drainage or utility easements.
3. Bushes and shrubs (4' or less at maturity or trimmed)
 - a. Shall have no less than a 2' separation from driveway approaches, sidewalks, parking areas, utility meters, manholes, storm sewer structures, power poles, utility pedestals, street lights.
 - b. Shall be restricted to 33 inches in height within the vision triangle.

H. Landscaping planting sizes at the time of planting:

1. Ornamental trees min 1 1/2" trunk caliper.
2. Shade/Canopy trees min. 2" trunk caliper.
3. Evergreen trees min. 6' height.

I. All screening and landscaping shall meet the requirements of the required vision triangle.

J. Landscaping along the front lot line shall involve bringing the soil surface to a smooth finished grade and installing sufficient trees, shrubs, ground cover and grass to soften building lines, provide shade and generally produce a pleasing visual effect of the premises.

- K. The selection of landscape materials shall consider the “mature” growth and habit of such plants so that vegetation will not overhang or obstruct the public street or a sidewalk area in such a manner as to conflict with pedestrian and vehicular access.

Plant materials shall be selected from “Preferred Tree Species for South Central Kansas” by the Kansas Urban Forestry Council and “Recommended Shade Trees, Conifer Trees, Ornamental Trees, Shrubs, and Grasses for Wichita, Kansas”, (copies of which are available from the Andover Zoning Administrator) unless otherwise specifically approved by the Site Plan Review Committee.

- L. The type of fencing should be compatible with the kind and intensity of the land use and the architectural style of the development and adjacent properties.

- M. The Site Plan Review Committee may, in its discretion, temporarily or permanently waive the requirements for screening and/or landscaping if:

1. The adjacent land use in the residential district may not necessitate nor benefit from such a requirement; or
2. The adjacent land use may already have provided adequate screening for which additional screening may be a duplication; or
3. The future land use for the adjacent area can not readily be determined at this time and that upon mutual agreement of the Planning Commission and the applicant, that the requirements may be waived and the matter reviewed at a specified date in the future. In the meanwhile, the Planning commission shall require that either a letter of assurance or a covenant be submitted to run with the land; or a guarantee in the form of a corporate security bond, cashier’s check escrow account or other security be submitted to ensure that such requirements will be met when a determination is made. The Site Plan Review Committee may determine the sufficiency of the assurance based on the length of time anticipated before a decision, the size and cost of the potential work involved, and the need to ensure that the requirement is met regardless of any change in ownership.
4. None of the above shall prevent the Planning Commission from requiring temporary screening on all or a portion of a side or rear yard wherein a nonresidential use is proposed for development adjacent to an existing single-family dwelling and thereby a potential nuisance or hazard may be created for the homeowner.

- N. All plant materials shall be healthy and/or fencing in place prior to issuance of an occupancy certificate. Site Plan Review Committee approval may be given without the landscaping installation/; provided, written assurances are given which are satisfactory to the Zoning Administrator that the planting will take place when the proper season arrives.

O. Fencing. The following provisions shall govern the construction and location of fences on any zoning lot:

1. R-1, R-2, R-3, R-4, R-5 and R-6 Residential Districts and MH-2 Manufactured Home Subdivision District:
 - a. "Open", "open non-security" and "closed" fences not exceeding six feet in height are permitted in any yard except both front yards of a corner lot which adjoins two streets.
 - b. Only "open non-security" fences not exceeding four feet in height are permitted in both front yards of a corner lot within 35 feet of the front lot corner which adjoins two streets.
2. B-1, B-2, B-3, B-4 and B-6 Business Districts:
 - a. "Open" and "Closed" fences not exceeding eight feet in height are permitted in any yard except a front yard.
 - b. Only "open non-security" fences not exceeding four feet in height are permitted in a front yard.
3. B-5 Highway Business District and I-1 and I-2 Industrial Districts:
 - a. "Open" and "closed" fences not exceeding ten feet in height are permitted in any yard except a front yard.
 - b. "Open non-security" fences not exceeding six feet in height are permitted in a front yard except: only "open" and "open non-security" fences not exceeding four feet in height are permitted in either front yard of a corner lot within 35 feet of the front corner which adjoins two streets.

ILLUMINATION:

A. The level of light on the surface of any parking area required to be reviewed by the Site Plan Review Committee, shall not be less than one foot candle.

THE SITE PLAN REVIEW COMMITTEE:

Projects that present potential impacts to surrounding properties and neighborhoods go to the SPRC. If a project is required to be reviewed by the SPRC, then a Site Plan Review application must be submitted. Each submittal must include the information listed on the application. After accepting your application for processing, a staff member will review the application for completeness. If your application is found to be incomplete, you will be notified and asked to submit the additional information required to process your application. This may delay the scheduling of your project for the Site Plan Review Committee.

Applications are processed on a monthly cycle and are due by the 1st day of each month by 5:00 p.m. (If the 1st falls on a weekend, then the application may be submitted the following Monday.)

The SPRC meeting is held the first Tuesday of each month. Each meeting is publicly noticed and an agenda is made available. The public may attend. The committee is composed of six members from the private sector as well as one member appointed from the Planning Commission. A quorum requires four members be present.

Comments by the public shall not exceed three minutes per person unless authorized by a vote of the SPRC.

CITY OF ANDOVER, KANSAS

SITE PLAN APPROVAL PROCEDURE AND CRITERIA

PART ONE

A. Purpose

The purpose and intent of requiring site plan approval is to:

1. Encourage the compatible arrangement of buildings, off-street parking, lighting, signage, landscaping, screening, ingress and egress and drainage on and from the site.
2. Maintain a pleasant and visually appealing community appearance.
3. Promote public health and safety.
4. Enhance or preserve property values.
5. Protect and support the economic well-being of the City.
6. Control the aesthetics of redevelopment or new development as provided for in K.S.A. 12-755 (a) (4).

B. Applicability

All private and public principle land uses shall submit site plans and other required drawings (See PART THREE) for approval by the Site Plan Review Committee except single-family and duplexes, unless the latter are arranged in courtyard or grouped settings. Such plans are applicable to all new developments, unless remodeling of an existing site does not exceed \$10,000 as reported on the application for a building permit. Minor revisions to the plans due to unforeseen circumstances may be approved by the Zoning Administrator after the initial plan approval by the Committee.

PART TWO

A. Outline of Review Procedure

1. Zoning Administrator provides potential developers with the site plan approval procedure and criteria material and is available to explain and respond to questions on the process, contents and standards.
2. Applicant submits documents for preliminary review to Zoning Administrator so that at least 30 days elapses between the submittal and the regular meeting of the

Site Review Committee. Applicant also has the option of submitting documents for final review to initiate the process with the understanding the committee will not consider any additional cost to the applicant which may be involved in the preparation of final documents. Zoning Administrator will reject any documents which in his opinion are incomplete.

If, in the opinion of the Zoning Administrator, the submittal documents contain errors or are incomplete, the documents will be returned to the applicant for required changes before they are distributed to SPRC members. They must be corrected and resubmitted no later than 10 days prior to the next SPRC meeting.

3. Zoning Administrator circulates copies of documents to other persons as deemed necessary for comments including the Building Inspector.
4. The agenda of the Committee is advertised in the official city newspaper to provide the public with knowledge of the pending site plan applications being reviewed at the meeting.
5. Zoning Administrator prepares and submits to the committee the results of his initial technical review of the documents and provides copies to all members.
6. Site Review Committee meets to consider preliminary or final documents for approval or disapproval with or without conditions. Four affirmative votes are necessary for approval. The Committee may hear comments from the applicant and public; however, it is not a public hearing process.
7. Zoning Administrator informs applicants of the Committee's decision. Any applicant aggrieved by a decision of the Site Plan Review Committee may appeal to the City Board of Zoning Appeals within 30 days after the meeting of the Site Review Committee for a determination based on the reasonableness of conditions attached to the issuance of their zoning permit. No zoning permit shall be issued by the Zoning Administrator until final approval has been given by the Site Plan Review Committee or the Board of Zoning Appeals.
8. Both preliminary and final documents are reviewed in the same procedure as described in Nos. 1-7 above.

PART THREE

REQUIRED SUBMITTAL DOCUMENTS FOR FINAL REVIEW

Note: For preliminary review, the Applicant may submit any sketches or other materials necessary to portray his basic concept for the project. All preliminary documents shall be clearly marked PRELIMINARY. The Committee will review these documents in open meeting and express their individual and collective opinions as to the acceptability of the project. The Committee will not take formal action and their comments will not bind them to any specific action at the final review.

A. General Requirements

All exhibits required for the permanent file (noted in the following paragraphs) must be able to be reduced to “legal size” (8 ½” x 14”) by folding, photo reduction, etc. However, larger mounting boards, material samples, or other exhibits not meeting this criteria may be used for Committee presentation.

Twelve (12) black- or blue-line prints (one of which shall be colored) of the following required drawings shall be submitted to the Zoning Administrator for presentation to the Committee.

An adequate number of color photographs (Polaroid type) are required to illustrate the site, including buildings and other existing features. Photos may also be used to illustrate installation on other sites that are similar to the applicant’s proposal.

B. Building Construction, Exterior Remodeling, and Additions (Including Parking Lots and Landscaping)

1. Site Plan. A site plan is required containing the following information:
 - a. Scale and north arrow,
 - b. Address of site,
 - c. Proposed Zoning District,
 - d. Land use designation,
 - e. Gross floor area of each building,
 - f. Gross tract area,
 - g. Percent lot coverage,
 - h. Building heights,
 - i. All property and street pavement lines,
 - j. Existing and proposed contours,
 - k. Yards and building set back lines,
 - l. Fire lane easements (usually 20’ wide),
 - m. Sidewalks and/or pedestrian ways,
 - n. Utility easements and lines,
 - o. Storm water structures and related easements,
 - p. Vision triangle as defined by the Zoning Regulations,
 - q. Boundary and elevation of the 100 year flood, if applicable,
 - r. Building pad minimum elevation,
 - s. If parking is involved, show calculations for determining the required number of off-street parking spaces as required by the Zoning Regulations. Give the number of spaces actually proposed. Give the maximum number of employees, customers, and office vehicles that would be at the facility at any one time,
 - t. Proposed ingress and egress to the site, including on site parking area(s), parking stalls, and adjacent drives. Delineate traffic flow with directional

- arrows and indicate the location of direction signs or other motorist's aids (if any),
- u. Location of all existing isolated trees having a diameter of six (6) inches or more (tree masses may be shown with a diagrammatic outline and a written inventory of individual trees included),
 - v. Existing landscaping that will be retained and proposed landscaping shall be differentiated and shown on the plan. The type, size, number, and spacing of all plantings must be illustrated,
 - w. Location of all existing (to remain) and proposed buildings on the site and all buildings within one hundred and fifty (150) feet of the site's boundaries,
 - x. Location of all existing (to remain) and proposed lighting standards, complete with routing of electrical supply and isofootcandle diagram,
 - y. Location and size of existing and proposed free standing signs.
2. Elevation drawings are required containing the following information:
 - a. Scale,
 - b. Elevations of all proposed and related existing structures,
 - c. All signs to be mounted on the elevations,
 - d. Designation of the kind, color, and texture of all primary materials to be used.
 3. Section profile drawing. Two (2) section profiles through the site are required containing the following information:
 - a. Scale,
 - b. Building(s),
 - c. Lighting fixtures and standards,
 - d. Signs.
 4. Material Samples. Material samples are required for all major materials.
 - a. All material samples must be keyed to the drawings to show location and area.
 5. Landscaping materials shall be labeled and a schedule shown which includes:
 - a. Common and botanical name of each species.
 - b. Symbol used for plant on the site plan.
 - c. Size of each planting in terms of:
 1. Trunk caliper for shade/canopy and ornamental trees.
 2. Plant height above the ground surface (when planted), for evergreen trees.
 3. Plant container size for shrubs, ground cover and flowers.
- C. Free-Standing Ground Signs
1. Site Plan. A site plan is required containing the following information:
 - a. Scale and north arrow,
 - b. Address of site,
 - c. All property lines,
 - d. All streets and sidewalks,
 - e. Proposed ingress and egress to the site, including on site parking area(s), parking stalls, and adjacent drives. Delineate the traffic flow with directional

- arrows and indicate the location of direction signs and other motorist's aids (if any),
- f. Location of existing and proposed landscaping,
 - g. Location and height of all buildings on the site and all buildings within fifty (50) feet of the site's boundaries,
 - h. Location and height of all existing (to remain) and proposed signs on the site, complete with route of electrical supply signs. Show required setbacks for sign from property lines,
 - i. Location and routing of electrical supply,
 - j. Surface area of the sign in sq. ft.
2. Elevation. An elevation is required of each face of the proposed sign showing the following information:
 - a. All specifications including size of letters and graphics,
 - b. Description of sign and frame materials and colors including supports,
 - c. Planter box details (if provided); i.e., construction of box, materials, plant types, sizes, number, and spacing.
 3. Section Profile. A section profile through the site is required containing the following information:
 - a. Scale,
 - b. Buildings,
 - c. Lighting standards,
 - d. Landscaping.
 4. Detailed Drawings. Detailed drawings showing the following information will be required to be submitted to the building department for technical review:
 - a. Footings,
 - b. Electrical wiring diagram.

D. Wall-sign

1. Sign Drawing. A scaled drawing of each face of the proposed wall sign is required showing the following information:
 - a. Address of the site,
 - b. All size specifications, including the size of letters and graphics,
 - c. Description of sign and frame materials and colors,
 - d. Wall anchorage details (note: anchorage must be interior to the sign or camouflaged).
2. Elevation. An elevation drawn to scale of the entire wall of the building to which the sign is to be fixed, correctly locating the sign.
3. Detailed Drawings. Detailed drawings showing the following information will be required to be submitted to the building department for technical review:
 - a. Electrical wiring diagram.

E. Lighting

1. Site Plan. A site plan is required containing the following information:
 - a. Scale and north arrow,
 - b. Address of site,
 - c. Proposed ingress and egress to the site, including on site parking area(s), and parking stalls,
 - d. Adjacent streets and sidewalks,
 - e. Existing landscaping that will be retained and proposed landscaping,
 - f. Location and height of all existing (to remain) and proposed buildings on the site and all building within fifty (50) feet of the site's boundaries,
 - g. Location of all existing (to remain) and proposed lighting standards, complete with routing of electrical supply,
 - h. Isofootcandle lines diagram.
2. Lighting Standard Drawing. A scaled drawing of the proposed lighting standard(s) is required and should contain the following information:
 - a. All size specifications,
 - b. Information on lighting intensity,
 - c. Materials, colors,
 - d. Ground or wall anchorage details.

PART FOUR

APPEARANCE STANDARDS

A. Introduction

The following appearance criteria are intended to establish a checklist of those items that effect the physical aspects of Andover's environment. Pertinent to appearance is the design of the site, building and structures, plantings, signs, street hardware, and miscellaneous other objects that may be observed by the public.

These are performance standards not specific requirements. They identify areas of design judgment to be applied to a proposed project by the Site Review Committee. The application of these criteria is on the basis of judgments made by the members of the Site Plan Review Committee as to what constitutes acceptable standards of appearance.

B. Definitions of Terms

Appearance – The outward aspect visible to the public.

Appropriate – Sympathetic, or fitting, to the context of the site and the whole community.

Appurtenances – The visible, functional objects accessory to and part of buildings.

Architectural concept – The basic aesthetic idea of a building, or group of buildings or structures, including the site and landscape development, that produces the architectural character.

Architectural feature – A prominent or significant part or element of a building, structure, or site.

Architectural style – The characteristic form and detail, as of buildings of a particular historic period.

Attractive – Having qualities that arouse interest and pleasure in the observer.

Berm – A raised form of earth to provide screening or to improve the aesthetic character.

Site Review – The individual or firm requesting consideration of a project by the Appearance Committee.

Cohesiveness – Unity of composition between design elements of a building or a group of buildings and the landscape development.

Compatibility – Harmony in the appearance of two or more external design features in the same vicinity.

Conservation – The protection and care that prevent destruction or deterioration of historical or otherwise significant structures, buildings, or natural resources.

Exterior building component – An essential and visible part of the exterior of a building.

External design feature – The general arrangement of any portion of a building, sign, landscaping, or structure and including the kind, color, and texture of the materials of such portion, and the types of roof, windows, doors, lights, attached, or ground signs, or other fixtures appurtenant to such portions as will be open to public view from any street, place, or way.

Final review – The review at which final approval of the plans of a proposed project may (or may not) be given by the Site Review Committee.

Graphic element – A letter, illustration, symbol, figure, insignia, or other device employed to express and illustrate a message or part thereof.

Harmony – A quality that represents an appropriate and congruent arrangement of parts, as in an arrangement of varied architectural and landscape elements.

Landscape – Plant materials, topography, and other natural physical elements combined in relation to one another and to man-made structures.

Light cut-off angle- An angle from vertical, extending downward from a luminaire, which defines the maximum range of incident illumination outward at the ground plane.

Logic of design- Accepted principles and criteria of validity in the solution of the problem of design.

Mechanical equipment- Equipment, devices, and accessories, the use of which relates to water supply, drainage, heating, ventilating, air conditioning, and similar purposes.

Miscellaneous structures- Structures, other than buildings, visible from public ways. Examples are: memorials, stagings, antennas, water tanks and towers, sheds, shelters, fences and walls, kennels, transformers, drive-up facilities.

Plant materials- Trees, shrubs, vines, ground covers, grass, perennials, annuals, bulbs.

Preliminary review- First review of the Appearance Committee to review sketch plans and basic approach to planning a project.

Proportion- Balanced relationship of the size of parts to each other and to the whole.

Scale- Proportional relationship of the size of parts to one another and to the human figure.

Screening- Structure or planting that conceals from view from public ways the area behind such structure or planting.

Shrub- A multi-stemmed woody plant other than a tree

Site break- A structural or landscape device to interrupt long vistas and create visual interest in a site development.

Street hardware- Man-made objects other than buildings that are part of the streetscape. Examples are: lamp posts, utility poles, traffic lights, traffic signs, benches, litter containers, planting containers, litter boxes, fire hydrants.

Streetscape The scene as may be observed along a public street or way composed of natural and man-made components, including buildings, paving, planting, street hardware, and miscellaneous structures.

Structure- Anything constructed or erected, the use of which requires permanent or temporary location on or in the ground.

Utilitarian structure- A structure or enclosure relating to mechanical or electrical services to a building or development.

Technical Review- Review by the Zoning Administrator or others designated by him of requirements which are technical in nature.

Utility hardware- Devices such as poles, cross arms, transformers, and vaults, gas pressure regulating assemblies, hydrants, and buffalo boxes that are used for water, gas, oil, sewer, and electrical services to a building or a project.

Utility service- Any device, including wire, pipe, and conduit, which carries gas, water, electricity, and communications into a building, mechanical or electrical services to a building or development.

C. Appearance Criteria

These criteria are not intended to restrict imagination, or variety, but rather to assist in focusing on design principles which can result in creative solutions that will develop a satisfactory visual appearance within the city.

1. Relationship of Buildings to Site

- a. The site shall be planned to accomplish a desirable transition with the streetscape and to provide for adequate planting, safe pedestrian movement, and parking areas.
- b. Site planning in which setbacks and yards are in excess of zoning restrictions is encouraged (but not required) to provide an interesting relationship between buildings.
- c. Parking areas shall be treated with decorative elements, building wall extensions, plantings, berms, or other innovative means so as to screen parking areas from view from public ways.
- d. Without restricting the permissible limits of the applicable zoning district, the height and scale of each building shall be compatible with its site and existing (or anticipated) adjoining buildings.
- e. Newly installed utility services, and service revisions necessitated by exterior alterations, shall be under ground.

2. Relationship of Buildings and Site to Adjoining Area

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

3. Landscape and Site Treatment

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

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

4. Building Design

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

5. Signs

- a. Every sign shall have good scale and proportion in its design and in its visual relationship to buildings and surroundings.
- b. Every sign shall be designed as an integral architectural element of the building and site to which it principally relates.
- c. The colors, materials, and lighting of every sign shall be restrained and harmonious with the building and site to which it principally relates.

- d. The number of graphic elements on a sign shall be held to the minimum needed to convey the sign's major message and shall be composed in proportion to the area of the sign face.
- e. Each sign shall be compatible with the signs on adjoining premises and shall not compete for attention.
- f. Identification signs of a prototype design and corporation logos shall conform to the criteria for all other signs.

6. Miscellaneous Structures and Street Hardware

- a. Miscellaneous structures and street hardware shall be designed to be part of the architectural concept of design and landscape. Materials shall be compatible with buildings, scale shall be good, colors shall be in harmony with buildings and surroundings, and proportions shall be attractive.
- b. Lighting in connection with miscellaneous structures and street hardware shall meet the criteria applicable to site, landscape, buildings and signs.

7. Maintenance- Planning and Design Factors

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

Case No. SP- _____ - _____

Applicant _____

Check List of Contents of Documents Submitted for Site Plan Review						
A.	For Building Construction, Exterior Remodeling and Additions			Provided		
				Yes	No	N/A
			Document and information shown			
			Application for Site Plan Review			
			Site Plan (in color)			
			12 copies of documents (not in color)			
			Photographs of site (in color)			
	1.		Site Plan			
		a.	North arrow and scale			
		b.	Project Address and/or Legal Description			
		c.	Zoning			
		d.	Proposed Land Use			
		e.	Gross Floor Area (each building)			
		f.	Gross tract area			
		g.	Percent lot coverage			
		h.	Building height			
		i.	Property lines and streets			
		j.	Contour lines (existing and proposed)			
		k.	Set back lines			
		l.	Fire lanes			
		m.	Side walks and/or pedestrian ways			
		n.	Utility easements and lines			
		o.	Storm water easements and structures			
		p.	Vision triangles			
		q.	100 year flood boundary and elevation			
		r.	Pad elevation			
		s.	Parking requirement calculations			
		t.	Proposed parking, access and flow			
		u.	Trees (existing and proposed)			
		v.	Landscaping (existing and proposed)			
		w.	Existing and proposed buildings			
		x.	Existing and proposed light standards			
		y.	Free standing signs			

Case No. SP- _____ - _____

Applicant _____

Check List of Contents of Documents Submitted for Site Plan Review

			Document and information shown	Provided		
				Yes	No	N/A
	2.		Building Elevation Drawings			
		a.	Scale of drawing			
		b.	Elevations of all existing and proposed structures			
		c.	Signs			
		d.	Material designations			
	3.		Site profile sections (2 required)			
		a.	Scale of drawing			
		b.	Buildings, fences, plantings, etc.			
		c.	Light standards and fixtures			
		d.	Signs			
	4.		Materials Samples			
		a.	Keyed to drawings			
	5.		Landscape plant schedule			
		a.	Plant names			
		b.	Symbol			
		c.	Size of plants			
B.			For Free-Standing Ground Signs			
			Application for Site Plan Review			
			Site Plan (in color)			
			12 copies of documents (not in color)			
			Photographs of site (in color)			
	1.		Site Plan			
		a.	North arrow and scale			
		b.	Project Address			
		c.	Property Lines			
		d.	Streets and sidewalks			
		e.	Parking, access and flow			
		f.	Landscaping (existing and proposed)			
		g.	Buildings w/ height shown			

		Document and information shown	Provided		
			Yes	No	N/A
		h. Signs w/ height shown			
		i. Electrical supply lines			
		j. Surface area			
	2.	Elevations of signs			
		a. Specifications			
		b. Descriptions of materials			
		c. Planter box details			
	3.	Site profile sections (2)			
		a. Scale of drawings			
		b. Buildings, fences, plantings, etc.			
		c. Lighting standards			
		d. Proposed landscaping			
	4.	Details			
		a. Footings			
		b. Electrical			
C.	Wall Sign				
		Application for Site Plan Review			
		Site Plan (in color)			
		12 copies of documents (not in color)			
		Photographs of site (in color)			
	1.	Drawing of each face			
		a. Project Address			
		b. Specifications			
		c. Description of materials			
		d. Anchorage details			
	2.	Elevation of Building Wall			
	3.	Detail drawing			
		a. Electrical			

		Document and information shown	Provided		
			Yes	No	N/A
D.	Lighting				
	Application for Site Plan Review				
		Site Plan (in color)			
		12 copies of documents (not in color)			
		Photographs of site (in color)			
	1.	Site Plan			
	a.	North arrow and scale			
	b.	Project Address			
	c.	Parking layout, access and flow			
	d.	Streets and sidewalks			
	e.	Landscaping			
	f.	Buildings w/ height shown			
	g.	Lighting standards, supply and light area			
	h.	Isofootcandle diagrams			
	2.	Light Standards Drawings			
	a.	Size			
	b.	Lighting intensity			
	c.	Materials and colors			
	d.	Anchorage details			

CITY OF ANDOVER, KANSAS
SITE PLAN REVIEW CHECKLIST

Applicant/Agent:
 Address:
 Project Name:
 Site Address:
 Legal Deal Description:
 Zoning District:
 Land Use:
 Date Submitted for: 1. Preliminary Review:
 2. Final Review:

No.	Item	N/A	Good	Fair	Poor	Remarks
1.	Relation of Building to Site					
	a. Desirable transition with streetscape					
	b. Interesting relationship between buildings.					
	c. Parking areas well screened.					
	d. Height and scale of buildings compatible.					
	e. Utilities are underground.					
2.	Relationship of Buildings to Site and Adjoining Areas.					
	a. Compatibility with adjacent properties.					
	b. Landscape transition to adjoining properties.					
	c. Harmony in texture, lines,					

		and masses.					
3.	Landscape and Site Treatment.						
	a.	Existing topographic patterns preserved and developed					
	b.	Grades of walks, parking, terraces, etc.					
	c.	Landscape treatment.					
	d.	Repetition of plant varieties and other materials.					
	e.	Plant materials selected for structure, texture, etc.					
	f.	Protection of plants from injury.					
	g.	Enhancements in parking areas.					
	h.	Placement of trees in parkways and paved areas.					
	i.	Screening of unsightly places by walls, fences or plantings.					
	j.	Use of "hard" materials.					
	k.	Lighting design to enhance building and landscape.					
4.	Building Design						
	a.	Quality of design and					

		relationship to surroundings.					
	b.	Scale and conformance to neighbors.					
	c.	Use of materials selected for harmony and durability.					
	d.	Building components have good proportions and relationships.					
	e.	Colors harmonious with compatible accents.					
	f.	Screening of utility hardware.					
	g.	Exterior lighting harmonious with building design					
	h.	Refuse and waste removal area screening.					
	i.	Monotony of design avoided.					
5.	Signs						
	a.	Scale and proportion in design and relationship.					
	b.	Integral to building and site.					
	c.	Restrained and harmonious colors,					

		materials, lighting.					
	d.	Graphic elements held to a minimum.					
	e.	Compatible with signs on adjoining premises.					
	f.	Conformance of prototypes and logos.					
6.		Miscellaneous Structures and Street hardware.					
	a.	Compatible and attractive.					
	b.	Lighting meets criteria.					
7.		Maintenance- Planning and Design Factors.					
	a.	Choice of use of materials for easy maintenance.					
	b.	Materials and finishes selected for their durability and wear.					
	c.	Provisions for washing and cleaning.					

GUIDELINES FOR LANDSCAPING AND PARKING LOT SCREENING

The purpose of these guidelines is to enhance the attractiveness of the community through the establishment of landscape requirements for urban development projects. The standards herein established shall apply to all new development and certain levels of redevelopment, renovation and/or additions within the corporate boundaries of the City of Andover, Kansas.

Properly established and maintained, landscaping can improve the livability of neighborhoods, enhance the appearance of commercial areas, increase property values, improve relationships between non-compatible uses, screen undesirable views, soften the effects of structural features, and contribute to a positive overall image of the community.

Definitions.

AVERAGE LOT DEPTH: The horizontal distance between the front and rear lot lines measured along the median between the side lot lines. For multiple-frontage lots, the average lot depth measured from each street shall be divided by the total number of streets to obtain one average depth for the lot.

BERM: An earthen mound designed to provide visual interest, screen undesirable views, and/or decrease noise.

CONIFER TREE: An evergreen tree, usually of the pine, spruce or juniper genus, bearing cones and generally used for its screening qualities. For purposes of these regulations, a conifer shall be considered a shade tree if it is at least six feet tall when planted AND is one of the evergreen trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" AND will obtain a mature height of twenty feet or greater.

DECIDUOUS: Trees and shrubs that shed their leaves annually.

EVERGREEN: Trees and shrubs that do not shed their leaves annually.

GROUND COVER: Living landscape materials or low-growing plants, other than turf grasses, installed in such a manner so as to provide a continuous cover of the ground surface, and which upon maturity normally reach the average maximum height of not greater than 24 inches.

LANDSCAPE MATERIALS: Living plants, such as trees, shrubs, vines, groundcover, flowers and grasses. It may include such nonliving features as bark, wood chips, rock, brick, stone or similar materials (monolithic paving not included) and structural and/or

decorative features such as fountains, pools, gazebos, walls, fences, benches, light fixtures, sculpture pieces, and earthen berms, terraces and mounds.

LANDSCAPING: The product of careful planning and installation using any combination of landscape materials subject to the limitations set out in this chapter which results in the softening of building lines, the modification of environmental extremes, the definition of separate functional spaces and the presentation of a pleasing visual effect on the premises.

MULCH: Non-living organic, inorganic or synthetic materials customarily used in landscape design and maintenance to retard soil erosion, retain moisture, insulate soil against temperature extremes, suppress weeds, deter soil compaction, and provide visual interest.

ORNAMENTAL TREE: A deciduous tree possessing qualities such as flowers or fruit, attractive foliage, bark or shape, with a mature height generally under 40 feet. Trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" as small deciduous trees and medium deciduous trees will be classified as ornamental trees for purposes of administering these regulations.

PARKING LOT: An area not within a building or other structure where motor vehicles may be stored for the purpose of temporary, daily or overnight off-street parking. This definition shall include vehicle queuing or holding areas such as at car washes, drive-up windows, gasoline pumps, etc., but shall not include vehicle storage and display areas for new and used vehicle sales lots or parking for one-family and two-family dwellings.

SHADE TREE: Usually a deciduous tree -rarely an evergreen -planted primarily for its high crown of foliage or overhead canopy. Trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" as large deciduous trees and very large deciduous trees will be classified as shade trees for purposes of administering these regulations.

SHRUB: A deciduous or evergreen woody plant smaller than a tree and larger than ground cover, consisting of multiple stems from the ground or small branches near the ground, which attains a height of 24 inches or more.

SITE SPECIFIC: As used in this ordinance, 'site specific' shall mean that the plant material chosen to be used on a site is particularly well suited to withstand the physical growing conditions which are normal for that location.

STREET FRONTAGE: The length of the property abutting on one side of a street measured along the dividing line between the property and the street.

STREET WALL: Any building wall facing a street.

STREET WALL LINE: A line that extends from the building parallel to the street wall until it intersects a side or rear lot line or a wall line of another building.

STREET YARD: The area of a lot which lies between the property line abutting a street and the street wall line of the building. If a building has a rounded street wall or if the building is on an irregular-shaped lot, wall lines extending parallel to the street wall from the points of the wall closest to the side property lines shall be used to define the limits of the street yard.

XERISCAPE: Water conservation through creative landscaping which applies the following

seven principles:

- 1) Plan and design carefully.
- 2) Improve the soil water holding capacity through use of soil amendments.
- 3) Use efficient irrigation methods and equipment.
- 4) Select site-specific, hardy plant materials, and then group all plants according to their sun and moisture needs.
- 5) Use turf grass appropriately in locations where it provides functional benefits.
- 6) Mulch.
- 7) Give appropriate and timely maintenance.

ZONING LOT: A parcel of land that is designated by its owner or developer at the time of applying for an occupancy certificate as a tract, all of which is to be used, developed or built upon as a unit under single ownership. Such lot may consist of:

- 1) A single lot of record; or
- 2) A portion of a lot of record; or
- 3) A combination of complete lots of record, complete lots and portions of lots of record, or portions of lots of record.

Required Landscaped Street Yard.

A. The minimum amount of landscaped street yard for all uses, which are required to have an approved site plan and are adjacent to a street.

1. On a zoning lot with an average lot depth of 175 feet or less -ten (10) square feet of landscaped street yard per lineal foot of street frontage.
2. On a zoning lot with an average lot depth of 175.01 feet to 275 feet -twelve (12) square feet of landscaped street yard per lineal foot of street frontage.
3. On a zoning lot with an average lot depth of 275.01 to 375 feet -fifteen (15) square feet of landscaped street yard per lineal foot of street frontage.
4. On a zoning lot with an average lot depth of more than 375 feet -twenty (20) square feet of landscaped street yard per lineal foot of street frontage.
5. Plants, installation and maintenance techniques meeting the principles of Xeriscape shall be utilized for landscaping required by these regulations wherever possible.

6. On a zoning lot with frontage on two or more streets, each of which requires a landscaped street yard, the landscaped area requirement shall be based on the sum of the street frontages, less the greatest perpendicular distance between the property line abutting a street and the street wall line, multiplied by the factor based on average lot depth as referenced above. On multiple-frontage lots where the use of the average lot depth, as defined, would require more landscaped street yard than would be required if each frontage were calculated individually, the lesser of the calculations may be used. Although the required amount of landscaped street yard does not have to be equally distributed to the various street frontages, there shall be no less than 20% of the total required landscaping within any street yard.

B. Minimum number of trees within street yards:

1. A minimum of three (3) shade trees or six (6) ornamental trees for every 1,000 square feet or fraction thereof of the required minimum landscaped street yard.

C. Design standards for landscaped street yards and required trees:

1. Trees shall be located in planter areas of sufficient size and design to accommodate the growth of the trees and protected to prevent damage to the trees by vehicles. A minimum of 25 square feet of permeable ground surface area per tree is recommended.
2. The required trees may be clustered along a particular facade or boundary of the project. Trees need not be spaced evenly, although it is permissible to do so, provided adequate distance is maintained between individual specimens. Minimum spacing for ornamental trees is recommended to be fifteen (15) feet and forty (40) or more feet for shade trees. The trees shall be selected from a list of tree types that are commonly known to grow in the area and are listed in the publication prepared by the Kansas Urban Forestry Council and titled "Preferred Tree Species for South Central Kansas". Trees not listed but which are substantially equivalent may be used if approved.
3. The minimum size at the time of planting of required trees shall be as follows: shade trees - 2-inch or greater caliper measured at a height of 6 inches above the ground; ornamental trees - 1 1/2-inch or greater caliper measured 6 inches above the ground; conifer trees 6 feet or more in height.
4. Shrubbery may be substituted for up to one-third of the required trees at the rate of 10 shrubs for one required shade tree. Substitute shrubbery shall be of a site specific type that attains a mature height of at least two (2) feet and shall be no less than two-(2) gallon container size at the time of planting.
5. The required trees (shade trees or ornamental trees but not conifers) and/or shrubs may not be located in part or in total in adjacent public right-of-way area unless approved as to location and no conflicts exist with utility locations. Shade trees should be located no closer than twelve (12) feet to the curb line of adjacent streets. Trees should also be located no closer than six (6) feet to either side of a sidewalk unless root barrier materials are installed at the sidewalk on the tree side.

6. Shrubbery, walls and fences which are 25% or more opaque in design shall be constructed no higher than three (3) feet above the finished grade in a required landscaped street yard when located within a right triangle, the sides of which are formed by a line extending 25 feet toward the shrubbery, wall or fence from any vehicular access point along the street right-of-way line and a line extending six feet away from and perpendicular to the street right-of-way line from the same access point. Shrubbery, walls or fences located near the intersection of streets shall maintain sight visibility clearance. All opaque fences shall be located toward the private property side of required landscaped street yards along street right-of-way to maintain a landscaped appearance along the street.
7. The intent of the landscaped street yard is to visually soften the masses of building and parking lots and to separate building areas from parking areas through the use of plantings. Paved plazas, walkways, and bike paths connecting public sidewalks to buildings located on private property within a landscaped street yard may be credited to a maximum of 50% of required street yard landscaping area if such paved pedestrian areas have trees and/or shrubbery which provide(s) visual relief to those building elevations forming the major public views of the project.

Required Buffers.

A. Buffers Between Non-Residential and Residential Development:

1. Where Required -Such a buffer is required along the common property line of any non-residential project in any zoning district where such project is adjacent to a residential district.

B. Buffers Between Adjacent Multi-Family or Manufactured Home Parks and Single-Family/ Two-Family Residential Projects:

1. Where Required -Such a buffer is required along the common property line of any multi-family project (a project with three or more dwelling units in one building) or manufactured home park in any zoning district where such a project is adjacent to a single-family or two-family zoning district.

C. Design Standards: Where screening and buffering of incompatible uses is required based on zoning district classifications the following matrix shall be used to determine the minimum screening and buffering efforts required.

Zoning	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3	B-4	B-5	B-6	I-1
R-1	NR	NR	NR	LB	NR	LB	LB	SF	SF	ISB	ISB	ISB	ISB
R-2	NR	NR	NR	LB	NR	LB	LB	SF	SF	ISB	ISB	ISB	ISB
R-3	NR	NR	NR	NR	NR	NR	LB	SF	SF	SF	SF	ISB	ISB
R-4	LB	LB	NR	NR	LB	NR	LB	SF	SF	SF	SF	ISB	ISB
R-5	NR	NR	NR	LB	NR	LB	LB	SF	SF	ISB	ISB	ISB	ISB
R-6	LB	LB	NR	NR	LB	NR	LB	SF	SF	ISB	ISB	ISB	ISB
B-1	LB	LB	LB	LB	LB	LB	NR	LB	LB	LB	LB	LB	LB
B-2	SF	SF	SF	SF	SF	SF	LB	NR	NR	NR	LB	LB	LB
B-3	SF	SF	SF	SF	SF	SF	LB	NR	NR	NR	NR	LB	LB
B-4	ISB	ISB	SF	SF	ISB	ISB	LB	NR	NR	NR	NR	LB	LB
B-5	ISB	ISB	SF	SF	ISB	ISB	LB	LB	NR	NR	NR	NR	NR
B-6	ISB	ISB	ISB	ISB	ISB	ISB	LB	LB	LB	LB	NR	NR	NR
I-1	ISB	ISB	ISB	ISB	ISB	ISB	LB	LB	LB	LB	NR	NR	NR

NR – No requirement for screening and buffering.

LB – Landscaped buffer required. A minimum of three vertical feet of screening, measured from the surface, shall be provided to soften the transition and provide some physical separation between zoning uses. Screening may be accomplished by the use of planting materials, berms and or walls or fences.

- a. Earthen berms shall not have a level top elevation, but rather a rolling hill effect. The minimum side slope for berms shall be 3:1. Areas where berms are less than the required vertical height shall be in filled with other screening materials to reach the minimum three vertical feet of screening.
- b. In addition to the required three vertical feet of screening at least one shade tree per 40 linear feet or one ornamental tree per 30 linear feet of perimeter shall be provided in the screening plan. Required trees may be grouped or clustered.
- c. At least 1/3 of the planting material shall be of evergreen/coniferous species.
- d. The use of solid walls and fences for screening and buffering may be substituted for the requirement for the minimum three feet of vegetative screening, but the requirements for tree plantings shall still apply.

SF – Screening fence or wall required. A minimum of six vertical feet of solid screening fence or wall, measured from the surface, shall be provided to provide physical separation between zoning uses.

- a. In addition to the required solid screening fence or wall at least one shade tree per 40 linear feet or one ornamental tree per 30 linear feet of perimeter shall be provided in the screening plan. Required trees may be grouped or clustered. If traffic circulation, loading/unloading facilities, outdoor storage, etc. occur between the adjacent land uses the requirements for trees shall be increased by 50% and a minimum 20 foot landscape strip shall be provided.
- b. At least 1/3 of the planting material shall be of evergreen/coniferous species.

ISB – Intense screening buffer required. A minimum of six vertical feet of solid screening fence or wall, measured from the surface, and one hundred horizontal feet between non-residential and residential buildings shall be provided to provide visual and physical separation between zoning uses.

- a. In addition to the required solid screening fence or wall at least one shade tree per 40 linear feet or one ornamental tree per 30 linear feet of perimeter shall be provided in the screening plan. Required trees may be grouped or clustered. If traffic circulation, loading/unloading facilities, outdoor storage, etc. occur between the adjacent land uses the requirements for trees shall be increased by 50% and a minimum 20 foot landscape strip shall be provided.
- b. At least 1/3 of the planting material shall be of evergreen/coniferous species.

Parking Lot Screening and Landscaping.

A. Required Screening: All new parking lots or additions to parking lots shall be continuously screened from view except at points of vehicular and/or pedestrian ingress and egress, to a minimum height of three (3) feet above the parking surface by the use of berms and/or plantings, with the following exemptions: 1) open parking lots in one-family and two-family residential projects in any zoning district. Walls and fences may be used in combination with berms and plantings but may not be used as the sole means of screening a parking lot.

1. Walls or fences used in combination with berms and/or plantings shall avoid a bland and monotonous appearance by such measures as architectural articulation and placement of vines, shrubs and/or trees.
2. All screening and landscape elements may be located within and be substituted for required landscape buffers and street yards, provided sight clearances are maintained as specified above and provided further that the minimum number of trees otherwise required in the yard or buffer are established in the street yard. Shrubs used in meeting screening requirements shall not be substituted for required trees.
3. Where walls and fences are to be combined with vines and shrubs to create the screening effect, they should be located in a planting strip with a minimum width of no less than 3 feet from the edge of any adjacent sidewalk. Landscape materials shall be located on the public right-of-way side of the wall or fence, but not in the public right of way.

4. Where shrubs, trees and other landscape materials are used exclusively to create the screening effect, they should be located in a planting strip with a minimum width of no less than 5 feet from the edge of the parking lot paving to the edge of any adjacent sidewalk.
5. Where berms are to be combined with trees, shrubs, walls or fences to create the screening effect, they should be located in a planting strip with a minimum width of no less than 10 feet from the edge of the parking lot paving to the edge of any adjacent sidewalk. Earthen berms shall not have a level top elevation, but rather a rolling hill effect. The minimum side slope for berms shall be 3:1. Areas where berms are less than the required vertical height shall be in filled with other screening materials.
6. The minimum size at the time of installation of plant materials used for parking lot screening shall be as follows: shade trees -2-inch or greater caliper measured at a height of 6 inches above the ground; ornamental trees -1 1/2-inch or greater caliper measured 6 inches above the ground; conifer trees -6 feet or more in height; shrubs -18-inch height. Shrubs used for parking lot screening shall be expected to obtain a height of at least 36 inches within the third year after planting. Spacing between shrubs will depend upon the type of shrub but shall be close enough to achieve a visual screen when the plants reach maturity.
7. Evergreen and/or deciduous plant materials may be used, provided a solid screening effect is maintained on at least two-thirds (2/3) of the treated frontage during all seasons of the year.
8. All planting materials shall be designed so as not to encroach in the two foot front bumper overhang area adjacent to parking lot curbs or bumper blocks, or the two feet of door swing/unloading area on the side of a parking space.
9. Planting materials shall provide two feet of clearance from sidewalks at mature spread to provide the required clear zone for bicycle and pedestrian facilities.

B. Required Landscaping: All new parking lots or additions to parking lots shall also be required to provide interior landscaping.

1. A minimum of 200 square feet of landscape area shall be provided for every 15 parking spaces or fraction thereof to create some softening and separation of long rows of parked cars. Decorative paved plazas, walkways, and bike paths connecting public sidewalks to buildings located on private property within a landscape area may be credited to a maximum of 50% of required landscape area. All rows of parking spaces shall terminate in a landscaped island or landscape area, except single rows of parking that would effectively create a corner. Landscaping shall be accomplished by the use of planting and mulching materials and/or landscaped berms.
 - a. All rows of parking spaces, except single rows of parking that would effectively create a corner, should terminate at both ends in landscaped end caps. Landscaped end caps shall be at least 5 feet wide and extend the depth of the parking space.
 - b. Rows of parking spaces longer than 15 spaces shall have a landscaped area not less than 10 feet wide by the depth of the parking spaces to break up the appearance of long rows of parked cars.

- c. Earthen berms shall be covered with turf grass and/or mulched landscape beds and not have a level top elevation, but rather a rolling hill effect. The maximum side slope for berms shall be 3:1.
- d. At least one shade tree or two ornamental trees per 10 parking spaces, or fraction thereof, shall be provided in the parking lot interior landscaping plan.
- e. At least 25 percent of the required landscaped area shall be covered with ground cover, flowering plants and/or shrubs.
- f. At least 1/3 of the planting material shall be of evergreen/coniferous species.
- g. All planting materials shall be designed so as not to encroach, at mature spread, in the two foot front bumper overhang area adjacent to parking lot curbs or bumper blocks, or the two feet of door swing/unloading area on the side of a parking space.
- h. The grouping of required landscaped area to form large clusters at highly visible areas is encouraged.

Parking Lot Interior Pedestrian Circulation.

Interior parking lot pedestrian circulation shall be designed to be part of the architectural concept. Whenever possible, parking and vehicle access shall be located within the site, so as to provide the shortest pedestrian routes to the building. Landscaping materials and turf grass shall be used along pedestrian routes to provide separation from parked cars, and identify sidewalk locations.

Pedestrian sidewalks leading to the entrance of buildings from parking lots shall be designed and buffered in a manner that encourages their use. Site design should separate pedestrians and vehicles as much as possible. The use of landscaping in connection with sidewalks is encouraged. Landscaping beds and plantings shall be designed and arranged so as to provide year-round visual effects by using a variety of flowering plants, ground cover, shrubs, ornamental and shade trees, and evergreen materials.

- A. Large parking lots shall be divided into fields of 50-100 spaces by landscape strips with pedestrian sidewalks to reduce the visual impact of large expanses of paving and to identify the location of pedestrian sidewalk routes to the entrance of the building. Smaller parking lots, of 50 spaces or less, where parking aisles are perpendicular to the face of the building or form blocks of spaces shall provide at least one pedestrian sidewalk route to the building entrance.
 - 1. Pedestrian sidewalks shall be a minimum of 5 feet wide, with an additional 2 feet of width where vehicle bumpers overhang or cars are parked parallel to the pedestrian way.
 - 2. Pedestrian crossings of driveways and access aisles shall be clearly marked with paint striping or colored/textured pavement.
 - 3. In large parking lots every other bank of parking stalls shall have a landscape strip and pedestrian sidewalk to the building entrance.

4. A pedestrian sidewalk shall be provided to connect to the street sidewalk system or adjacent trails.
5. Parking lots with spaces adjacent to the building shall provide a pedestrian sidewalk to the building entrance.
6. Any shrub, groundcover or flowering plants adjacent to pedestrian sidewalks shall be designed so as not to encroach on the paved sidewalk at mature spread.
7. Ornamental and shade trees must be designed so as to be pruned for a minimum seven feet of vertical clearance from the pedestrian sidewalk to the underside of the canopy.
8. Landscape islands that include pedestrian sidewalks between parking rows shall be a minimum of 20 feet in width to provide adequate space for vehicle bumper overhang, landscaping and appurtenances.
9. At least 1/3 of the planting material shall be of evergreen/coniferous species.
10. All planting materials shall be designed so as not to encroach in the two foot bumper overhang area adjacent to parking lot curbs or bumper blocks.

B. The following standards shall be complied with in locating planting materials.

1. Flowering plants, groundcover and shrubs shall be planted in mulched planter beds.
2. Flowering plants, groundcover and shrubs shall be planted a minimum of two feet from driveways, utility meters, manholes, storm sewer structures, power poles, utility pedestals, streetlights, parking curbs and sidewalks, measured at mature spread.
3. Ornamental trees shall be planted a minimum of three feet from buried utilities, underground storm sewers, and driveways, and six feet from parking curbs, sidewalks, water or sanitary sewer lines, streetlights and power poles, measured from the trunk. Ornamental trees may be planted beneath overhead utility lines if the mature height is less than the height of the overhead line.
4. Shade trees shall be planted a minimum of 12 feet from curbs or driveways, and six feet from sidewalks, water or sanitary sewer lines, buried utility lines, underground storm sewer and power poles, measured from the trunk. Shade trees may not be planted beneath overhead utility lines, or in drainage or utility easements.
5. Minimum planting sizes for shade trees shall be two inch trunk caliper, ornamental trees one and a half inch trunk caliper, evergreen trees six foot height, and shrubs two gallon container.

Percentage in Living Materials.

Unless otherwise specified, required landscape area shall consist of a minimum of fifty-five percent (55%) in ground surface covering by living grass or other plant materials. The foliage crown of trees that may extend over monolithic paved surfaces beyond the required landscaped area or over non-living surfaces within the required landscaped area shall not be used in the fifty-five percent (55%) or other required percentage calculation.

The remaining forty-five percent (45%) of the required landscape area may be covered with bark, wood chips, rock, bricks, stone, or similar materials (monolithic paving not included). An effective weed barrier shall be required in non-living landscaped areas. The use of non-living materials in required landscape areas for other than mulching around trees, shrubs and planting beds shall be on the basis of a landscape plan submitted for approval.

Monument and Sign Landscaping.

A. Monuments, signs, and accessory landscaping shall be designed to be part of the architectural concept. Materials shall be compatible with buildings, scale shall be good, colors shall be in harmony with buildings and surroundings, and proportions shall be attractive. Landscaping shall be used to soften hard edges and contrast of signs and sign structures. Landscaping beds and plantings shall be designed and arranged so as to provide year-round effects by using a variety of flowering plants, ground cover, shrubs, ornamental and shade trees, and evergreen materials.

1. A minimum ratio of three square feet of landscape planting materials, measured at mature spread, shall be provided around the sign base for every one foot of sign surface area for signs of 200 square feet or less.
2. A minimum ratio of two square feet of planting materials, measured at mature spread, shall be provided around the sign base for every one foot of sign surface area for signs of 200 square feet or greater.
3. At least 1/3 of the required planting material shall be of evergreen/coniferous species.
4. Flowering plants, groundcover and shrubs around the sign base shall be planted in landscape planter beds.
5. Flowering plants, groundcover, and shrubs shall be planted a minimum of two feet from driveways, utility meters, manholes, storm sewer structures, power poles, utility pedestals, streetlights, parking curbs and sidewalks, measured at mature spread.
6. Monument and sign landscape planter beds may be incorporated in required screening and/or required landscaped street yard plans.

Other Landscape Regulations.

- A. Landscaping shall not conflict with the traffic visibility requirements.
- B. The use of artificial trees, shrubs, vines, turf, or other plants as an outside landscape material will not be allowed.
- C. The planting of *Ulmus pumila* (Siberian elm) in required landscape areas will not be allowed.
- D. The planting of female or cotton-bearing cottonwood trees will not be allowed in any required landscaped area.

- E. Clumped or multi-trunked trees, where used, instead of single-trunk trees, shall be credited as only one of the required trees.
- F. Landscaping shall not interfere with the general function, safety or accessibility of any gas, electric, water, sewer, telephone, or other utility easement. Landscaping shall be limited to an eight-inch (8") mature height within three (3) feet of a fire hydrant, traffic sign, traffic signal or utility structure.
- G. The existing indigenous vegetation on a site is encouraged to be retained in a development project and may be credited toward required landscaping, provided this vegetation is adequately protected during construction to insure long-term survival.
- H. Where a calculation of a requirement results in a fractional number (such as 14.2 required trees), the requirement shall be considered the next greatest whole number (such as 15 required trees).
- I. Landscaping in the right-of-way of a State Highway shall be approved by the District Engineer, where applicable.
- J. Prior to excavation for screening or landscape purposes within public right-of-way or easements, the location of all underground utilities shall be determined by calling the Kansas One-Call System at 687-2470.
- K. Berms, irrigation systems, street furniture, or similar landscape features may be located within public street right-of-way, provided adequate right-of-way exists and a minor street privilege is granted.
- L. Walls on permanent foundations and fences over 6 feet in height require a building permit. Walls shall not be constructed within utility easements or street right-of-way; provided, however, that wall segments on column footings may be permitted across easements if determined appropriate by the City Engineer.
- M. Landscape plans shall be submitted showing the location of all landscape materials and shall be drawn to scale with the scale and north arrow indicated as well as names of all adjacent streets, the lot dimensions, the location of all utility and drainage easements, and the legal description of the zoning lot. The plans shall contain a listing of the proposed plant materials indicating their numbers, names (both botanical and common) and sizes at the time of planting. The plans shall also state how water is to be provided to plant materials. The number of parking spaces within parking lots shall be shown. Calculations of the amount of required landscaped street yard and number of parking lot trees, as well as the amount and number actually provided, shall be included as part of the landscape plan.
- N. No more than 75% of the required landscape areas shall be covered by turf grasses unless the grass is buffalo grass.
- O. Plants shall be high-quality nursery-grown stock which meets the American Association of Nurserymen standards as specified by the American National Standards Institute in ANSI Z60.1-1986 or as may be amended in the future.

Maintenance.

- A. The landowner is responsible for the maintenance of all landscaping materials and shall keep them in a proper, neat and orderly appearance, free from refuse and debris at all times.
- B. Maintenance shall include mowing, trimming, weeding, cultivation, mulching, tightening and repairing of guys and stakes, resetting plants to proper grades and upright position, restoration of planting saucer, fertilizing, pruning, disease and insect control and other necessary operations.
- C. All landscaped areas shall be provided with a readily available permanent water supply; provided, however, that landscaped areas utilizing drought-tolerant plants may use a temporary above-ground system and shall be required to provide irrigation for the first two growing seasons only. Irrigation shall not be required for established trees and natural areas that remain undisturbed by development activities. Irrigation systems shall be designed and operated in a manner to avoid water on impervious surfaces and public streets. Long, narrow landscaped areas are difficult to irrigate efficiently, therefore landscaped areas less than five feet in any dimension shall not be irrigated with overhead spray sprinklers. Drip irrigation is acceptable.
- D. Disturbed soil between trees and shrubs in the planting beds shall be mulched, planted or otherwise treated to prevent wind and water erosion.

Exceptions and Modifications.

The provisions of this chapter may be modified and/or trade-offs permitted with respect to dimension or location within a property boundary. Permitted forms of modification and exception are identified as follows:

- A. For purpose of application of this chapter, no buffer or screening requirement located on an adjacent property may be utilized as a portion of a required buffer or screen, nor allowed to be used in a trade-off or modification of a standard.
- B. The change in use or redevelopment of a site utilizing all or parts of an existing building(s) shall not be required to meet the landscaping requirements of this chapter, except as follows:
 - 1. When the value of the new addition, renovation or redevelopment exceeds 50% of the value of the existing development, as determined by the County Appraiser's office; or
 - 2. When there is more than a 30% increase of the gross floor area on the site.

New parking lots and additions to parking lots which are required to provide landscaping and/or screening shall do so even if there is no increase in gross floor area or value.

- C. Lots or tracts of land abutting the right-of-way of a railroad zoned for residential use and held by title separate from all abutting lands shall not be required to provide landscaped buffers along the common property line.

- D. In those instances where a development site abuts a public park or other permanent public open space and where at least 100 feet of undisturbed natural foliage exists along the common lot line, a landscaped buffer requirement along the common property line is not required; provided, however, loading docks, trash containers, and storage areas on the development site along the common line shall be screened as provided within this code.
- E. For purposes of this section, the Zoning Administrator or a designated representative, shall have the authority to interpret the language and specifics of application of the several exceptions. Appeals of the decisions of the Zoning Administrator shall be filed with the Site Plan Review Committee. In the opinion of the Zoning Administrator where there exist extraordinary conditions of topography, existing vegetation, land ownership, site boundaries and dimensions, adjacent development characteristics or other circumstances not provided for in this section, the Zoning Administrator may modify or vary the strict provisions of this section in such a manner and to such an extent as is deemed appropriate to the public interest, provided that the purposes and intent of these guidelines are maintained through such modification or variance.
- F. The preservation and protection from construction damage of each existing tree of 6 or more inches in trunk diameter (measured 6 inches above the ground) within the street yard, parking lot, or perimeter buffer area of a site shall account for the equivalent 2 trees required in the that landscaped street yard, parking lot, or perimeter buffer area of the site.

Water Conservation Measures.

When meeting the landscape requirements outlined in this section, property owners are encouraged to use water in the most efficient way possible. A number of principles for effective water usage are found in the accepted approach to landscaping called Xeriscape. The term Xeriscape is derived from a Greek word meaning 'dry'. The desired effect of a Xeriscape, however, is to provide an attractive and even lush-appearing landscape with a minimum amount of water usage. This is accomplished through the application of the seven basic principles of Xeriscape.

Information concerning the principles of Xeriscape is available from Botanica, the Wichita Water and Sewer Department, the Wichita Park and Recreation Department, the Wichita Public Works Department, the Wichita-Sedgwick County Planning Department and nurseries and garden centers throughout the community. Property owners are encouraged to take advantage of the water-saving practices set out in the principles of Xeriscape.

Regardless of the extent to which the principles of Xeriscape are applied, automatic irrigation systems installed in association with the landscaping requirements of this section shall be equipped with moisture-sensing devices or automatic rain shut-off devices that forestall scheduled watering cycles when moisture adequate to sustain healthy plant life is present.

Enforcement/Assurances for Installation and Completion.

Prior to the issuance of a certificate of occupancy for any structure where landscaping is required, except when a certificate of occupancy is obtained by providing acceptable assurance to the city guaranteeing the completion of such landscaping, all work as indicated on a landscaping plan shall be inspected and approved by the Zoning Administrator or designated representative.

At the time of inspection, the Zoning Administrator shall check the quantities and locations of landscape materials. At the time of such inspection, the landowner shall warrant that the completed landscaping complies with the requirements of this section. Such warranty shall include the quantities, locations, species and sizes of plants and other landscape materials used for compliance. In the event that an inspection is not conducted by the Zoning Administrator prior to the issuance of a certificate of occupancy because acceptable assurance has been provided to the city guaranteeing the completion of such landscaping, such inspection shall be done by the Zoning Administrator subsequent to the installation of such landscaping but prior to the release or expiration of the acceptable assurance.

A landowner may obtain a final certificate of occupancy for a structure prior to the completion of required landscaping work if the completion is not possible, due to seasonal or weather conditions, and if the landowner submits the necessary assurances to the Zoning Administrator for the completion of the landscaping. The acceptable assurance guaranteeing the completion of the landscaping -such as an irrevocable letter of credit, certified check, or other acceptable assurance -shall be equal to one hundred twenty-five percent of the cost of the landscaping work and shall be accompanied by a written assurance that such landscaping will be completed to the satisfaction of the Zoning Administrator.

Administrative Remedies.

Until the provisions of these guidelines, including the conditions of any permits issued thereunder, have been fully met, the city may withhold issuance of any building permit, certificate of occupancy or inspection required under the current city building code or zoning code or the city may issue cease and desist orders for further development.

Appeals.

Any person aggrieved by the administration or interpretation of any of the terms or provisions of this guideline may appeal to the Site Plan Review Committee of the city.

GUIDELINES FOR MISCELLANEOUS STRUCTURES AND MECHANICAL EQUIPMENT SCREENING

The purpose of these guidelines is to enhance the attractiveness of the community through the establishment of landscape requirements for urban development projects. The standards herein established shall apply to all new development and certain levels of redevelopment, renovation and/or additions within the corporate boundaries of the City of Andover, Kansas.

Miscellaneous structures and mechanical equipment screening and landscaping shall be designed to be part of the architectural concept. Whenever possible, miscellaneous structures and mechanical equipment shall be located within the site, so as to provide separation from the street and adjacent residential areas. Screening materials shall be compatible with buildings, scale shall be good, colors shall be in harmony with buildings and surroundings, and proportions shall be attractive while providing visual obstruction of unsightly objects equally in winter and summer.

Properly established and maintained, landscaping can improve the livability of neighborhoods, enhance the appearance of commercial areas, increase property values, improve relationships between non-compatible uses, screen undesirable views, soften the effects of structural features, and contribute to a positive overall image of the community.

Definitions.

AVERAGE LOT DEPTH: The horizontal distance between the front and rear lot lines measured along the median between the side lot lines. For multiple-frontage lots, the average lot depth measured from each street shall be divided by the total number of streets to obtain one average depth for the lot.

BERM: An earthen mound designed to provide visual interest, screen undesirable views, and/or decrease noise.

CONIFER TREE: An evergreen tree, usually of the pine, spruce or juniper genus, bearing cones and generally used for its screening qualities. For purposes of these regulations, a conifer shall be considered a shade tree if it is at least six feet tall when planted AND is one of the evergreen trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" AND will obtain a mature height of twenty feet or greater.

DECIDUOUS: Trees and shrubs that shed their leaves annually.

EVERGREEN: Trees and shrubs that do not shed their leaves annually.

GROUND COVER: Living landscape materials or low-growing plants, other than turf grasses, installed in such a manner so as to provide a continuous cover of the ground surface, and which upon maturity normally reach the average maximum height of not greater than 24 inches.

LANDSCAPE MATERIALS: Living plants, such as trees, shrubs, vines, groundcover, flowers and grasses. It may include such nonliving features as bark, wood chips, rock, brick, stone or similar materials (monolithic paving not included) and structural and/or decorative features such as fountains, pools, gazebos, walls, fences, benches, light fixtures, sculpture pieces, and earthen berms, terraces and mounds.

LANDSCAPING: The product of careful planning and installation using any combination of landscape materials subject to the limitations set out in this chapter which results in the softening of building lines, the modification of environmental extremes, the definition of separate functional spaces and the presentation of a pleasing visual effect on the premises.

MULCH: Non-living organic, inorganic or synthetic materials customarily used in landscape design and maintenance to retard soil erosion, retain moisture, insulate soil against temperature extremes, suppress weeds, deter soil compaction, and provide visual interest.

ORNAMENTAL TREE: A deciduous tree possessing qualities such as flowers or fruit, attractive foliage, bark or shape, with a mature height generally under 40 feet. Trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" as small deciduous trees and medium deciduous trees will be classified as ornamental trees for purposes of administering these regulations.

PARKING LOT: An area not within a building or other structure where motor vehicles may be stored for the purpose of temporary, daily or overnight off-street parking. This definition shall include vehicle queuing or holding areas such as at car washes, drive-up windows, gasoline pumps, etc., but shall not include vehicle storage and display areas for new and used vehicle sales lots or parking for one-family and two-family dwellings.

SHADE TREE: Usually a deciduous tree -rarely an evergreen -planted primarily for its high crown of foliage or overhead canopy. Trees listed in the Kansas Urban Forestry Council's publication titled "Preferred Tree Species for South Central Kansas" as large deciduous trees and very large deciduous trees will be classified as shade trees for purposes of administering these regulations.

SHRUB: A deciduous or evergreen woody plant smaller than a tree and larger than ground cover, consisting of multiple stems from the ground or small branches near the ground, which attains a height of 24 inches or more.

SITE SPECIFIC: As used in this ordinance, 'site specific' shall mean that the plant material chosen to be used on a site is particularly well suited to withstand the physical growing conditions which are normal for that location.

STREET FRONTAGE: The length of the property abutting on one side of a street measured along the dividing line between the property and the street.

STREET WALL: Any building wall facing a street.

STREET WALL LINE: A line that extends from the building parallel to the street wall until it intersects a side or rear lot line or a wall line of another building.

STREET YARD: The area of a lot which lies between the property line abutting a street and the street wall line of the building. If a building has a rounded street wall or if the building is on an irregular-shaped lot, wall lines extending parallel to the street wall from the points of the wall closest to the side property lines shall be used to define the limits of the street yard.

XERISCAPE: Water conservation through creative landscaping which applies the following seven principles:

- 1) Plan and design carefully.
- 2) Improve the soil water holding capacity through use of soil amendments.
- 3) Use efficient irrigation methods and equipment.
- 4) Select site-specific, hardy plant materials, and then group all plants according to their sun and moisture needs.
- 5) Use turf grass appropriately in locations where it provides functional benefits.
- 6) Mulch.
- 7) Give appropriate and timely maintenance.

ZONING LOT: A parcel of land that is designated by its owner or developer at the time of applying for an occupancy certificate as a tract, all of which is to be used, developed or built upon as a unit under single ownership. Such lot may consist of:

- 1) A single lot of record; or
- 2) A portion of a lot of record; or
- 3) A combination of complete lots of record, complete lots and portions of lots of record, or portions of lots of record.

Required Screening.

- A. Screening and landscaping shall be used to soften the effects of miscellaneous structures and mechanical equipment on the aesthetics of a site and the surrounding area. Landscaping beds and plantings shall be designed and arranged so as to provide year-round visual barrier effects by using a variety of flowering plants, ground cover, shrubs, ornamental and shade trees, and evergreen materials.
 1. Solid screening shall be provided around mechanical equipment, including roof mounted equipment, to whatever height is necessary to block the view

from the street, public parking areas, and surrounding properties. Screening may be accomplished by the use of planting materials, berms and or walls or fences.

- a. At least 1/3 of the planting material shall be of evergreen/coniferous species.
 - b. The use of walls and fences at grade for screening along street frontages, public access ways, parking lots, and to screen the view from adjacent residential properties shall be augmented by the use of planting materials to soften the aesthetics.
2. A minimum of six vertical feet of solid screening, measured from the parking lot surface, shall be provided around trash receptacles to block the view of the contents and contain any possible blowing material. Screening shall be accomplished by the use walls or fences. Landscaping material shall be used around the trash receptacle screening structure when adjacent to residential properties to soften the aesthetics.
- a. The height of the trash receptacle and elevation of adjacent residential properties shall be taken into consideration when designing screening. Additional height or intensity of screening may be required to provide an adequate visual barrier.
 - b. Trash receptacle screening structures shall have gates that when closed completely obstruct the view of the contents. Whenever site conditions allow, the opening of the trash receptacle screening structure shall not face the street or adjacent residential properties.
3. The following standards shall be complied with in locating planting materials.
- a. Flowering plants, groundcover and shrubs shall be planted in mulched planter beds.
 - b. Flowering plants, groundcover and shrubs shall be planted a minimum of two feet from driveways, utility meters, manholes, storm sewer structures, power poles, utility pedestals, streetlights, parking curbs and sidewalks, measured at mature spread.
 - c. Ornamental trees shall be planted a minimum of three feet from buried utilities, underground storm sewers and driveways, and six feet from parking curbs, sidewalks, water or sanitary sewer lines, streetlights and power poles, measured from the trunk. Ornamental trees may be planted beneath overhead utility lines if the mature height is less than the height of the overhead line.
 - d. Shade trees shall be planted a minimum of 12 feet from curbs or driveways, and six feet from sidewalks, water or sanitary sewer lines, buried utility lines, underground storm sewer and power poles, measured from the trunk. Shade trees may not be planted beneath overhead utility lines, or in drainage or utility easements.
 - e. Minimum planting sizes for shade trees shall be two inch trunk caliper, ornamental trees one and a half inch trunk caliper, evergreen trees six foot height, and shrubs two gallon container.

GUIDELINES FOR SITE LIGHTING

The purpose of these guidelines is to enhance the safety and attractiveness of the community through the establishment of requirements for urban development projects. The standards herein established shall apply to all new development and certain levels of redevelopment, renovation and/or additions within the corporate boundaries of the City of Andover, Kansas.

Properly established and maintained site lighting can improve the livability of neighborhoods, enhance the safety and appearance of commercial areas, increase property values, improve relationships between non-compatible uses, and contribute to a positive overall image of the community.

Site lighting shall enhance the building design and the adjoining parking lot and landscape. Lighting standards and building fixtures shall be of a design and character compatible with the building and adjacent areas. Lighting shall be restrained in design and excessive brightness avoided. Excessive brightness beyond property lines is to be avoided.

Definitions.

PARKING LOT: An area not within a building or other structure where motor vehicles may be stored for the purpose of temporary, daily or overnight off-street parking. This definition shall include vehicle access ways, queuing or holding areas such as at car washes, drive-up windows, gasoline pumps, storage, delivery and maintenance access ways, etc., and pedestrian access ways, but shall not include vehicle storage and display areas for new and used vehicle sales lots or parking for one-family and two-family dwellings.

General Lighting Standards.

A. Shading

1. The bulb or lighting source shall be shaded so as not to be visible from the adjacent public way or property.
2. Lighting shall not be directed upwards towards the sky.
3. Shading or cut off devices shall be used to prevent light spillage onto residential property in excess of 0.5 footcandles, measured at the property line.

B. Location

1. The placement of lighting fixtures shall make the best efforts to prevent the spillage of light onto adjacent residential property. Light fixtures shall not be located within 10 feet of any adjacent residential property.
2. Lighting poles, pedestals, or standards adjacent to pedestrian sidewalks, parking lot circulation access ways or stalls, etc. shall be located at least 2 feet from the edge of the pavement or traveled way.

Required Parking Lot Lighting.

Parking lot lighting shall be provided for any parking lot open to the public or for use by employees.

A. Lighting levels

1. A minimum of one footcandle and an average of three footcandles of lighting, measured at ground level, shall be maintained over the entire parking lot.
2. A maximum of a 6:1 ratio of average to minimum lighting level over the entire parking lot shall not be exceeded.
3. A maximum of a 20:1 ratio of maximum to minimum lighting level over the entire parking lot shall not be exceeded.

B. Maximum fixture height

1. The maximum height of the fixture or lighting element shall not exceed 40 feet in any industrial district, or parking lot with more than 100 spaces, but shall be limited to 25 feet within 300' of any residential district.
2. The maximum height of the fixture or lighting element shall not exceed 25 feet in any parking lot, excluding industrial districts, with less than 100 spaces, but shall be limited to 17 feet within 100' of any residential district.
3. The maximum height of the fixture or lighting element shall not exceed 15 feet along any pedestrian access way not located within the parking lot.

Outdoor Sales, Storage, and Service Lot Lighting.

Outdoor sales, storage, and service lots for activities such as the display, storage, or service of motor vehicles, recreational vehicles, construction or agricultural supplies and equipment, lawn and garden supplies and equipment, etc. may provide lighting. The standards for maximum fixture height for parking lot lighting shall apply.

Architectural Building Mounted Lighting.

Architectural lighting shall be used to identify the primary customer entrance to a building, and may be used to highlight or accent building features.

A. General Standards

1. Building mounted area floodlighting shall be avoided, except in industrial district not adjacent to residential districts.
2. Building mounted fixtures shall be directed or shaded so as to not shed glare or expose the bulb or lighting element to adjacent properties.
3. Uplighting shall be avoided, except where the source can be shaded or directed so as not to be directed into the sky.
4. Flickering or flashing lighting shall be prohibited.

Canopy Lighting.

Canopies for customer service areas shall be lighted for the safety and convenience of the public. Lighting should generally be provided from above.

A. General Standards

1. Canopies for vehicle access areas such as fuel canopies, bank drive-thru windows or ATMs, food service windows, etc. shall be lighted to a minimum of 25 footcandles, measured at ground level, by ceiling mounted fixtures aimed directly at the ground below.
2. Canopies for pedestrian access, or outdoor seating or service shall be lighted to a minimum of one footcandle measured at the ground level.