

PLANNING AND DEVELOPMENT DEPARTMENT

MEMORANDUM 18-16

DATE: May 7, 2018

TO: Honorable Mayor Carol A. Dodge and City Council Members

FROM: James A. Hayes, AICP, City Manager *JH*
Brook Svoboda, Director of Planning and Development *BS*
Eric J. Ensey, AICP, Senior Planner *EE*

SUBJECT: Unified Development Ordinance - Part 3 Development Standards
Joint City Council and Planning Commission Study Session

PURPOSE

To present the public draft of Part 3 (Development Standards) of the city's development regulations to the City Council and Planning Commission. The purpose of this discussion is to provide City Council and the Planning Commission with an overview of Part 3. A follow-up discussion is scheduled for the May 21, 2018 meeting to further discuss various topics related to this section of the UDO.

BACKGROUND

There has not been a comprehensive update to the city's Zoning Ordinance or Subdivision Regulations since the original ordinances were adopted more than 40 years ago. Piece-meal amendments over time have made the code cumbersome, inconsistent, and overly complex. The City Council awarded a contract to Clarion Associates to initiate the second and final phase for rewriting the Zoning Ordinance (Chapter 11 of the Municipal Code) and Subdivision Regulations (Chapter 12 of the Municipal Code). The first phase provided a technical assessment of the development regulations that was used as basis for this second phase. The updated development regulations are being referred to as a Unified Development Ordinance (UDO), with the integration of zoning and subdivision regulations in a single document. The purpose of the UDO is to:

1. Create a more user-friendly ordinance;
2. Update zoning districts and land uses;
3. Improve the development standards; and
4. Streamline the development review procedures.

The UDO will be drafted in three parts. Part 1 (Administration and Procedures) was presented to the City Council and Planning Commission at the July 17, 2017 study session. Additionally, Part 2 (Zoning and Land Use) was introduced to City Council on January 8, 2018 with a follow-up discussion on April 2, 2018.

Staff has been working with Clarion on the development of Part 3, which includes Development Standards (Article 4), Subdivision Standards (Article 5), and the addition of terms to the Definitions and Rules of Construction (Article 7). On May 1, 2018, Clarion and staff presented the public draft of Part 3 to the Task Force. A follow-up meeting with the task force is scheduled for May 7, 2018 prior to the City Council/Planning Commission discussion. Any comments from the Task Force will be presented as part of the presentation.

Part 3 is the final section of the UDO to be prepared by Clarion before a consolidated draft is pulled together that ties all three parts together. Staff will collect public comments on the consolidated draft as part of a comprehensive public outreach for the project during the summer and fall.

Attachment 1 includes a brief summary of issues and discussion points from Part 3 where staff is seeking further input and direction. These discussion topics will be further discussed at the follow-up meeting with the City Council scheduled for the May 21, 2018 meeting. Any comments by the Council and Commission will be considered and incorporated into the consolidated draft.

Attachment 2 is the Public Draft of Part 3 for discussion purposes. This draft reflects internal staff comments, including those from the City Attorney.

UPDATE

N/A

BUDGET IMPLICATIONS

N/A

SCHEDULE/TIME IMPLICATIONS

N/A

NEXT STEPS

Tonight's study session is intended to provide Clarion with an opportunity to present and introduce Part 3 of the UDO. A follow-up meeting with the City Council is scheduled for the May 21, 2018 study session. A follow-up meeting will be scheduled with the Planning Commission at a future Planning Commission meeting date.

Clarion will incorporate any modifications recommended as part of the the City Council/Planning Commission discussion and include those comments as part of the consolidated draft that will be presented in the future.

Staff will continue to provide updates to the City Council concerning project progress and any upcoming special topic discussions and public meetings. The following is a description of remaining steps:

- The Consolidated Draft of the UDO, including all three parts, is anticipated to be presented to the City Council and Planning Commission by August of 2018.
- Staff and Clarion will begin the public outreach for the project in the summer of 2018. There will be a minimum of two public open houses with the public to present the proposed UDO and obtain feedback from the community on various topics. An additional two topic-specific meetings are budgeted for this project where specific issues can be discussed with the public for comment and feedback, such as Accessory Dwelling Units.
- Final adoption of the UDO is anticipated to be presented in ordinance form in November/December of 2018.

STAFF RECOMMENDATION

N/A

STAFF REFERENCE

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ATTACHMENTS

- Attachment 1 Summary of Discussion Topics for Part 3
- Attachment 2 Part 3 (Development Standards)
- Attachment 3 Presentation

Summary of Discussion Topics for Part 3 (Development Standards)

Article 4: Development Standards

This article includes the standards that regulate the physical layout and design of development within the city. These standards address the physical relationship between development and adjacent properties, public streets, neighborhoods, and the natural environment. These standards include the following:

- Floodplain Management
- Stormwater and Drainage Control
- Access and Circulation
- Off-Street Parking and Loading
- Landscaping, Screening and Fencing
- Site and Building Design Standards
- Exterior Lighting
- Sign Regulations

The following is a summary of topic points in Article 4:

Regulations to Minimize Flood Losses: [Section 4.3; page 3]

1. *General.* Minimal modifications were made to this section, as the floodplain development regulations were reviewed recently.

Stormwater and Drainage Control: [Section 4.4; page 13]

1. *General.* This is a new section to the zoning regulations and is intended to provide a guide to property owners and the development community where to find the city's regulations for grading as well as stormwater and drainage controls, which are located in Chapter 16 of the Municipal Code. Even though the specific regulations will remain in Chapter 16, this section will facilitate locating those standards since they are applicable to all development.
2. *Low Impact Development Practices.* The introduction of low-impact development practices have been added. LIDs are intended to mitigate runoff and stormwater pollution. These would be used as incentives for potential reduction in landscaped area, required parking, and/or potential density and height incentives. [Page 14]
DISCUSSION: Should we encourage and incentivize the use LIDs and more creative means of managing stormwater runoff? The city's Public Works Department will be working on updating some of the requirements for stormwater management (Chapter 16) in the future and will likely incorporate LIDs if the direction is to allow for them here.

Access and Circulation: [Section 4.5; page 15]

1. *General.* This is a new section and is intended to provide better connections between developments and their surrounding neighborhood.

2. Residential Driveway Materials. With regard to residential driveways, the current code allows for only the use of concrete or paver stones to be used for driveways. A current trend has been to construct driveways of permeable pavers or other porous surfaces to allow water to be better absorbed into the ground. [Page 17]
DISCUSSION: Should we allow for different material types other than concrete or paver stones?
3. Residential Driveway Width. The current code allows for a maximum width of driveways to not exceed 40% of the lot width. As is currently proposed, no driveway may exceed the greater of 40% or 30 feet in width. [Page 17]
DISCUSSION: Shall we retain this revised language? Is there any desire to further reduce driveway widths?
4. Pedestrian and Bicycle Circulation. The requirements for pedestrian and bicycle circulation are new provisions resulting from the adoption of Connect Northglenn. The idea is to require development and redevelopment to provide better pedestrian and bicycle facilities and connections.

Off-Street Parking and Loading: [Section 4.6; page 21]

1. Parking and Change of Uses. Provisions have been added to review parking requirements with a change in use of the property/tenant space. This will provide the opportunity to require more parking if the change of use is more intense and requires more parking than what is existing.
2. Calculation of Parking. The proposed code indicates that parking is based on the gross floor area of the subject use. The current code is silent on the way parking is calculated, however staff has allowed developers or businesses to break the various uses out in a building or shopping center. For example, staff has allowed for a retail use to break out their back-of-store storage areas as a different use from the area where goods are sold. This has allowed for a little flexibility in the parking amount of parking required. [Page 22]
DISCUSSION: Should parking continue to be calculated on a break-down of different uses within a building?
3. Parking Ratios. In general, the current parking ratios for the city are, in many instances, excessive. Clarion has revised the parking ratios to be more in-line with what other communities require. In general, staff is alright with what is being proposed, however there are a couple discussion topics staff would like some direction on. [Page 23]
DISCUSSION: Direction is needed on how we calculate parking for a shopping center. In many shopping centers there are different uses (ie. Retail, restaurant, services, office, etc.). Should parking calculations be broken out based on the different uses of the center? Or should there be a ratio established that assumes different uses?
DISCUSSION: Based on the ratio for “General Retail, More than 25,000 Square Feet” the parking required for the Huron Center, for example, would be 220 spaces. The current code would require 480 spaces. This is a significant difference. However, parking at the Huron Center is rarely, if ever, anywhere near capacity. [Page 26]
4. Parking for ADUs. The proposed code does not have a parking space requirement for Accessory Dwelling Units (ADU). Some cities require an off-street parking space for ADUs and some do not. In Northglenn, there is sufficient on-street parking availability to accommodate for ADUs by not requiring an off-street parking space. Requiring an off-street parking space may be difficult for some lots to accommodate. [Page 28]
DISCUSSION: Should off-street parking be required for construction of an ADU?

5. *Parking for Food Trucks*. There was discussion as part of the review of Part 2 of the UDO to allow food trucks as an accessory use in commercially zoned properties, especially associated with brewery establishments. [Page 28]
DISCUSSION: How do we accommodate food trucks as an accessory use to a business when it comes to parking? Is there any concern that they would generate additional vehicles to the site than what would already be there or would they primarily be used by the patrons of the business? Also, consideration should be given to whether there should be separation requirements of food trucks from other restaurant establishments?
6. *Parking Lot Buffering*. The proposed code requires a buffer for parking areas adjacent to residential uses. As proposed nonresidential uses would be required to install a solid fence as that buffer. [Page 33]
DISCUSSION: What is an appropriate height for a buffer fence? Should an option be given to allow hedges to meet the buffering requirement?
7. *Compact Car Spaces*. The current code does not contain provisions for compact parking stalls. Many communities allow for a certain percentage of spaces to be designated as compact spaces. This allows for slightly narrower stalls than your standard parking space. This would not be a requirement, but could provide some flexibility to those that would like to accommodate them as part of their development or site.
DISCUSSION: Should we provide an allowance for a certain percentage of parking stall to be designated as compact?
8. *EV Parking*. There are communities requiring that EV charging stations be accommodated as part of development or redevelopment. Staff is recommending that the new code include regulations that require development and redevelopment projects of a certain magnitude include the ability to install EV charging stations. This would require a redevelopment or development project to install the necessary infrastructure to accommodate an EV charging station and even the stations themselves.
DISCUSSION: Although there would be a financial impact to the owner/developer, with the increase in the number of EV vehicles, should we require certain development or redevelopment project to accommodate EV charging stations?

Landscaping, Screening, and Fencing: [Section 4.7; page 37]

1. *Minimum Required Landscaping*: The proposed code provides some fairly significant modifications to landscaping requirements. For example, the minimum landscaped area in the current code is 12%. However, the new code requires 15% for nonresidential uses; 20% for mixed use; and 25% for residential. This additional landscaping coverage amount is consistent with the recommendations identified by community members in the Annotated Outline. Additionally, the method of calculating the number of trees required on a property has been modified. The current code requires 1 shade tree for every 50 linear feet of frontage and 1 ornamental tree for every 40 feet of frontage. The proposed code requires street trees at 1 deciduous tree for every 50 feet of frontage plus one tree for every 500 square feet of frontage. [Page 39]
DISCUSSION: Should we require additional landscape coverage requirements for single family and duplex developments (e.g., 40%)?
2. *Interior Area Landscaping Exemptions*. This section carves out an exemption to the provisions of this section for expansion that result in less than a 20% increase in the number of parking spaces required. [Page 39]
DISCUSSION: In those projects that trigger this section, should the improvements be

limited only the area of the additional parking spaces or to the entirety of the parking lot? For redevelopment projects it may be difficult to meet the landscape island requirement without removing existing parking stalls.

3. Interior Landscaped Islands. New provisions for landscaping islands within parking lots has been included. The purpose of this requirement is to break up the parking lots and improve the visual appearance of a site.
4. Screening of Mechanical Equipment. The proposed language is similar what exists in the current code. The code requires that mechanical equipment be screened from all properties and adjacent rights-of-way. Staff has heard from property owners that screening is costly and difficult in many situations. Screening of mechanical equipment is common in most communities and helps mitigate the visual impact of the units, which are generally unattractive. Many of the older shopping centers and buildings in the community do not have adequate screening to meet this requirement and therefore have to install the screening at the time they replace a piece of mechanical equipment. [Page 41]

DISCUSSION: Should modifications be made to the requirements for mechanical equipment screening that would require them to be screened from only the rights-of-way and residential, but not if abutting commercial or industrial development?

5. Fencing Materials. The current code allows for chain link fencing. If there is a desire to “clean up” the visual appearance of front yards, then chain link fencing could be prohibited in front yards. [Page 42]

DISCUSSION: Is there a desire to prohibit chain link fencing in the front yard?

Site and Building Design Standards: [Section 4.8; page 45]

1. Applicability: The applicability standards are new. The thresholds for when the full site must comply versus only the part of the site or building being “improved” should be evaluated further. [Page 45]
2. Multifamily Dwellings: The proposed code provides a little more flexibility with the types of materials utilized on the facades of buildings. The code states that multifamily dwelling must contain “a variety of durable materials.” The current code specifically stipulates that at least 30% of the façade of multifamily buildings shall be of a masonry material. [Page 47]

DISCUSSION: Should the 30% masonry requirement be carried over, or should developers be given a little more flexibility in what variety of materials are utilized on the facades of multifamily buildings.

3. Nonresidential Building Design: As part of the discussions when developing the Annotated Outline, there was discussion about improving the quality of commercial development in the community. The new code provides more substantial architectural standards for commercial development than what currently exists in the code. The current code basically requires that nonresidential buildings provide a variety of materials on the facades of buildings. [Page 49]

DISCUSSION: Should enhanced design standards for nonresidential development be included as proposed?

4. *Building Colors for Multifamily and Nonresidential:* As drafted, the use of metallic or fluorescent colors as well as black (except for accent) is prohibited. [Page 48 & 50] **DISCUSSION:** Should these colors be prohibited?

Exterior Lighting:

1. *General.* The current code has minimal lighting standards. As proposed, the recommendation is to carry over the maximum height of lighting at 25 feet. Specifications are to require lighting to be on full cutoff fixtures to minimize glare. Additionally a standard of no more than 1 footcandle of light would be allowed over a property line. This would be reviewed through review of a photometric plan at the time of site plan review.

Sign Regulations:

1. *General.* The UDO is proposing the relocation of signage from Chapter 21 of the Municipal Code and include it as part of the UDO. No significant modifications have been made to the sign regulations, as they were recently reviewed and approved by City Council in 2017.

Article 5: Subdivision Standards

This article includes Standards for the design and improvements associated with new subdivisions in the community. Most of the requirements from the existing subdivision regulations (Chapter 12 of the Municipal Code).

Land Dedications: [Section 5.5; page 78]

1. *General.* The current code does not contain requirements for land dedication as part of development and subdivision of property. Some cities do require land to be dedicated for park space as part of development or a payment-in-lieu-of land dedication. Staff is not proposing adding requirements for land dedication as the city is almost entirely developed with very little undeveloped land remaining. Typically land dedication requirements are part of the subdivision of undeveloped parcels and not redevelopment. **DISCUSSION:** Should the UDO contain land dedication requirements?

Guarantee of Public Improvements: [Section 5.6; page 78]

1. *General:* Staff is still working on the requirements for this section.



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MEMORANDUM

TO: Eric Ensey, City of Northglenn
FROM: Matt Goebel and Tareq Wafaie, Clarion Associates
DATE: April 20, 2018
RE: Northglenn UDO – Part 3: Development Standards, PUBLIC DRAFT

We are pleased to submit the public draft of the UDO development standards. This draft includes the following:

- **Article 4:** Development Standards
- **Article 5:** Subdivision Standards
- **Article 7:** Definitions and Rules of Construction

Collectively, these materials make up “Part 3: Development Standards” of the new UDO. The remainder of this memorandum covers the major changes in the draft regulations. These changes are based on our analysis and meetings with staff and other stakeholders, and particular focus on the Development Regulations Analysis and Annotated Outline.

General Comments

Added Flexibility

Within the draft there are several provisions allowing for discretionary approval of alternative approaches to the baseline development standards. For example, the Director may allow alternative landscape plans, building materials, or may adjust the parking requirements based on certain site conditions. These flexible standards remove barriers to infill and redevelopment while raising the bar for quality development in Northglenn.

Footnotes, Cross-References, and Commentary

Similar to earlier drafts, this draft includes numerous footnotes that highlight relocations, new or modified provisions, and ask important policy questions. Please pay close attention to the footnotes as you review the draft. Some of them are marked “DISCUSSION:” to call special attention to priority policy-level questions. The intent is that those discussions take place with the Task Force and the appointed and elected officials prior to the adoption process. The cross-references are often hyperlinked to other sections within the document for ease of reference. Some of the cross-references will be re-linked with the consolidated draft (and are highlighted yellow in the interim). Each article (and some sections) begins with a shaded text **commentary box** drawing the reader’s attention to the primary purpose of the article or section and the major changes from the current development regulations. These commentary boxes provide context for review, and will be removed prior to a consolidated adoption draft.



Graphics

We identified a few places within the draft where graphics and illustrations may improve the understanding of the regulations. Once these draft standards have been fully vetted, we will include graphics as necessary in subsequent drafts (starting with the consolidated draft).

Grammar and Minor Corrections

We made several style, grammar, and formatting assumptions through this draft, such as consistent capitalization of key terms, and spelling out numbers one through nine (numerals for 10 and higher). Any spelling errors, typos, or grammatical errors from the current regulations were corrected in this draft Code, often without footnote.

Article 4: Development Standards

This article includes the standards that regulate the physical layout and design of development within Northglenn to ensure the protection of the health, welfare, safety, and quality of life. These standards address the physical relationship between development and adjacent properties, public streets, neighborhoods, and the natural environment to ensure development will contribute to the overall attractiveness of the City and not negatively impact the use and enjoyment of surrounding property.

For some standards, we started with the current regulations and modified them for broader application and/or added flexibility. This proposed draft also contains a substantial amount of new material based on the Development Regulations Analysis and Annotated Outline and follow-up discussions with staff and other community stakeholders.

Generally, this article is organized from the ground up, starting with protection of sensitive features and sensitive areas like floodplains; then moving into access issues and development of a transportation system; then into site features like off-street parking and landscaping; then into vertical construction with site and building design; and finally with lighting and sign regulations.

General Purpose and Applicability

A summary table at the beginning of Article 4 indicates which sections within the development standards apply to certain development activities such as new development, change of use, and expansions of existing uses or buildings. The table is intended to improve convenience; however, additional applicability details may be included within individual development standard sections.

Regulations to Minimize Flood Losses

The floodplain regulations were carried forward generally as-is; however, we cleaned up some of the text for grammar and clarity, and relocated the definitions to the end of the UDO for consistency.

Stormwater and Drainage Control

This new section clarifies the applicability of stormwater and drainage standards, with cross-references to existing permit requirements and BMPs in Chapter 16 of the Northglenn Municipal Code. Many of the engineering standards in Chapter 16 appear to have been updated in 2011. Further discussion is required on the adequacy of those standards for addressing development concerns. We also introduced new Low-Impact Development (LID) standards for alternative green-infrastructure approaches to otherwise piped infrastructure. Further discussion is required on whether or not those LID options become incentives through reductions in other standards (parking/landscaping) or bonuses (height/density).

Access and Circulation

This new section is intended to provide better connections between developments, between neighborhoods, and within and around the same. Most of the access and circulation standards are new.

It builds on concepts that are introduced in subdivision standards, but consolidates them here to give them consistency and prominence in the UDO. This new section clarifies that these standards and improvements should be applied to individual sites for development and redevelopment, not just subdivisions. Cross references to this section are included in Article 5: *Subdivision*.

Off-Street Parking and Loading

This section includes standards for how much parking and loading is required, and the layout and design of parking areas. Table 4.5 A: *Minimum Off-Street Parking*, mirrors the land use table delivered in Part 2 of the UDO Update, making it clear how much parking is required for each proposed land use. The current parking requirement for each use is listed (if a current standard exists) in the middle column for comparison against the new proposed requirements. That column will be removed prior to the adoption draft.

Maximum parking standards

We proposed maximum parking standards to reduce stormwater runoff and minimize negative impacts associated with large expanses of vacant parking areas. Rather than propose a maximum standard for each use type, we established a maximum percentage threshold above the minimum parking requirements (no more than 125 percent of the minimum parking required).

Flexible standards

There are several new exemptions from off-street parking requirements, including properties smaller than 5,000 square feet (except for single-family, duplex, and manufactured home uses) and expansions or enlargements that increase the square footage of an existing structure or use by less than 25 percent gross floor area. These exemptions, coupled with new and revised parking alternatives, attempt to make it easier to redevelop properties in Northglenn and encourage sustainable practices such as shared parking and bicycle parking.

Other new standards

We also introduced several new standards in this draft including, the methodology for calculating parking, bicycle parking provisions, parking and loading area use and design, and drive-through facility standards.

Landscaping, Screening, and Fencing

This section expands on the current standards in 11-6-13 and 11-6-14. As recommended in the Development Regulations Analysis and Annotated Outline, we included new standards for addressing water conservation and tree preservation. We also revised the landscaping standards as they apply to single-family and duplex uses to improve enforceability. We strengthened the required amount of landscaping, by zoning district, but also include flexibility for the Director to approve alternatives where appropriate.

Site and Building Design Standards

The Development Regulations Analysis and Annotated Outline suggested improving the current site and building design standards for Northglenn to develop new nonresidential design standards and to adjust the residential design standards.

In this draft we attempted to strike an important balance between removing barriers (overly prescriptive regulations) to providing high-quality development, and providing standards to prevent the worst case scenario in terms of building design. This draft improves upon Northglenn's current standards and includes several new standards based on other communities and then tailored to address Northglenn issues raised by staff and stakeholders. New elements include, but are not limited to, site layout for multiple building development, the use of durable materials, bulk and roof plane requirements, and minimum window (transparency) requirements.

Exterior Lighting

This Section contains the standards for exterior lighting in the City. Most of the standards are new, with some minimal standards carried over and/or revised from the current building and site design standards for residential, commercial, and industrial uses. We proposed several new requirements, including a requirement that all exterior lighting be fully shielded (“full cutoff”). Maximum illumination values are provided (e.g., one footcandle at the property line) to ensure that spillover onto adjacent uses is minimized and enforceable.

Sign Regulations

We folded in the current Article 21, which was updated in 2017 separately from UDO project. This material will most likely be retained within the UDO, and in subsequent drafts the references to the “sign code” and “zoning ordinance” will need to be replaced with “Section 4.9.” or “UDO” as appropriate.

Article 5: Subdivision Standards

This article includes the standards for the design and improvements of new subdivisions in Northglenn. Many of the current subdivision regulations were addressed in Part 1 – Administration and Procedures. This draft (and this article) is limited to the requirements for designing subdivisions and associated public improvements. We clarified in this draft the types of improvements that are required at time of subdivision and also associated with development or redevelopment of vacant parcels on previously platted land. Improvements that apply to all development, and not just subdivision, were relocated to the applicable sections within Article 4: *Development Standards* (such as street connectivity requirements in Section 4.4).

We did not carry forward administrative regulations, such as the schedule of fees (current 12-1-5) – which we believe should live outside the UDO in an Administrative Manual.

Public Improvement Standards

The public improvement requirements were clarified in this section, with references to other sections and/or external engineering documents or the Public Works Manual for specifications on installation and construction of the improvements.

Guarantee of Public Improvements

We did not carry forward the current public site, reservations, and dedication requirements from 12-3-6, or the improvement guarantee standards from Sections 12-2 and 12-4-6. The procedures and standards for dedications and security of improvements should be drafted to match current City policy. This requires further discussion, and should ultimately be located in the platting procedures within Article 6, *Administration and Procedures*. The current standards are ambiguous in terms of the application of the dedication requirements (and its division among parks, schools, and other utilities), and how the dedication requirements are determined. Part of the policy discussion should include whether or not Northglenn pursues dedication requirements given the minimal land available for growth (the City is built out).

Article 7: Definitions and Rules of Construction

This draft includes the definitions pertinent to the Development Standards article. Most of the definitions in this draft are new, but some were carried forward from the existing regulations and revised as footnoted. New definitions are highlighted in yellow.

Next Steps

This draft should be distributed to the public and posted on the project website at www.newcodenorthglenn.org. Reviewers should consider the document with the following questions in mind:

- Is something missing that should have been included?
- Were any standards removed that should have been retained for one reason or another?
- Are there any standards that are not clearly understood after a thorough read?

Several presentations and meetings are planned in the next month with the Task Force, other City officials, and the general public. Comments on this draft (or previous drafts) should be submitted via the project website at www.newcodenorthglenn.org/contact-us or by email at eensey@northglenn.org.

The next deliverable will be the consolidated draft, reflecting feedback received on Parts 1 through 3.

Attachments:

- NG UDO Part 3_PUBLIC DRAFT.pdf (use this for posting and for consistent printing)
- NG UDO Part 3_PUBLIC DRAFT_clean.docx (for staff files – do not distribute)
- NG UDO Part 3_PUBLIC DRAFT_tracked.pdf (for staff files – do not distribute)



Unified Development Ordinance (UDO)

Part 3 – Development Standards

PUBLIC DRAFT – April 2018



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Article 1: General Provisions

(Submitted previously with Part 1 of the update)

Article 2: Zoning Districts

(Submitted previously with Part 2 of the update)

Article 3: Use Regulations

(Submitted previously with Part 2 of the update)

Article 4: Development Standards

Commentary:

This article includes the standards that regulate the physical layout and design of development within Northglenn to ensure the protection of the health, welfare, safety, and quality of life. These standards address the physical relationship between development and adjacent properties, public streets, neighborhoods, and the natural environment to ensure development will contribute to the overall attractiveness of the City and not negatively impact the use and enjoyment of surrounding property.

For some standards, we started with the current regulations and modified them for broader application and/or added flexibility. This proposed draft also contains a substantial amount of new material based on the Development Regulations Analysis and Annotated Outline and follow-up discussions with staff and other community stakeholders.

Generally, this article is organized from the ground up, starting with protection of sensitive features and sensitive areas like floodplains; then moving into access issues and development of a transportation system; then into site features like off-street parking and landscaping; then into vertical construction with site and building design; and finally with lighting and sign regulations.

Additional commentary is provided throughout this article as a lead-in for many sections.

4.1 General Purpose and Applicability¹

4.1.1. Purpose

This article includes standards that regulate the physical layout and design of development in Northglenn to ensure the protection of the health, welfare, safety, and quality of life. These standards address the physical relationship between development and adjacent properties, public streets, neighborhoods, and the natural environment, to maintain an attractive, efficient, and livable community.

4.1.2. Applicability

The standards in this article shall apply to development activities as summarized in the Table 4.1-A. Additional applicability standards with greater detail are provided near the beginning of each corresponding section.

Table 4.1-A: Development Standards Applicability Summary Table

√ = Applies

Section	New Development	Change of Use	Expansions and Enlargements
4.2, <i>Sensitive Area Protection</i>	√	√	To the maximum extent practicable
4.3, <i>Regulations to Minimize Flood Losses</i>	√	√	√
4.4, <i>Stormwater and Drainage Control</i>	√	√	Water quality standards apply to all new development and redevelopment; Entire section applies if disturbing more than one acre
4.5, <i>Access and Circulation</i>	√ - except for single-family or duplex that is not part of a new subdivision	If the change requires alteration of the site	Expansion by more than 25 percent of the floor area or site area; any expansion of a structure or use requiring a special use permit
0, <i>Off-Street Parking and Loading</i>	√ - except on lots 5,000 square feet or less that are not single-family, duplex, or manufactured homes	If the change increases the required parking or loading by more than 25 percent	Expansion by more than 25 percent of the floor area or site area; any expansion of a structure or use requiring a special use permit; and when major parking area improvements are made to the site

¹ New section summarizes the applicability of the development standards found in Article 4.

Table 4.1-A: Development Standards Applicability Summary Table

√ = Applies

Section	New Development	Change of Use	Expansions and Enlargements
4.7, <i>Landscaping, Screening, and Fencing</i>	√ - except for AG and OS districts not abutting residential districts or conversion of residential to nonresidential without site improvements	If the change requires alteration of the site	Expansion by more than 25 percent of the floor area or site area; any expansion of a structure or use requiring a special use permit; and when major parking area improvements are made to the site
4.8, <i>Site and Building Design Standards</i>	√ - except for the AG district or conversion of a residential to nonresidential without site improvements	If the change requires alteration of more than 50 percent of the facade	Entire site and all buildings shall comply when: Multifamily units increased by 25 percent; square footage of nonresidential or mixed-use by 50 percent; or improvements to more than 50 percent of the façade The portion of the building or site being improved shall comply when: Increase in dwelling units by lesser of 10 units or 10 percent; or square footage of nonresidential or mixed-use by more than 10 percent
4.9, <i>Exterior Lighting</i>	√ - except for single-family residential lighting and temporary outdoor string lighting provided they comply with light spillover standards	√	√
4.10, <i>Sign Regulations</i>	√	√	√

4.2 Sensitive Area Protection²

4.2.1. Purpose

The regulations of this section are intended to ensure that environmental features are protected and the natural character of the City is reflected in patterns of development and redevelopment, and significant natural features are incorporated into open space areas to the maximum extent practicable.

4.2.2. General Site Design

- A.** Developments shall minimize impacts to sensitive natural resources and other unique and fragile site elements—including, but not limited to, wetlands, open space, steep slopes, and stands of trees. Such resources and features shall be preserved where practicable. Subdivisions and any development shall be designed to preserve existing waterways (lakes, rivers, and streams), primary vegetation (trees), rock formations, and other natural vistas, as well as other environmental resources and features.
- B.** Development shall avoid sites with unusual or unstable topography to the maximum extent practicable.

² Current 11-6-16 states that “development plans shall be sensitive to pre-existing natural site amenities, such as trees, water bodies, or natural drainage ways.” This section replaces and expands on the current 11-6-16.

- C. The Director may require an applicant to depict proposed building envelopes on the applicable development application demonstrating avoidance of natural landforms, native vegetation and mature trees, floodways and floodplains, drainageways, and compliance with required dimensional standards.³
- D. Structures and access shall be designed and located to fit into the topographic contours of the site, minimize disturbance of sensitive areas, and preserve geologic and natural vegetative features. Natural vegetation, significant rock outcroppings, and existing landforms shall be retained to the maximum extent practicable.
- E. Development shall be designed to protect the public from the potential hazards of drainage, debris flow, and erosion. Projects shall be designed with existing features in order to minimize disturbance to, and therefore mitigation of, surficial hillside geology.⁴
- F. Site design shall minimize land disturbance to the maximum extent practicable.

4.3 Regulations to Minimize Flood Losses⁵

Commentary:

The floodplain regulations were carried forward generally as-is; however, we cleaned up some of the text for grammar and clarity, and relocated the definitions to the end of the section.

4.3.1. Explanation of Public Concern⁶

A. Hazards Defined

The flood hazard areas of Northglenn are subject to periodic inundation, which could result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

B. Causes

These flood losses are caused by the cumulative effect of obstructions in areas of special flood hazards which increase flood heights and velocities, and, when inadequately anchored, damage property in other areas. Structures that are inadequately flood proofed, elevated or otherwise protected from flood damage also contribute to the flood loss.

4.3.2. Purpose

The purpose of Section 4.3 is to promote the public health, safety, and general welfare; to minimize public and private flood losses in areas subject to flood hazards; and to promote wise use of flood hazard areas. To accomplish its purposes, Section 4.3 includes provisions intended to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts associated with flooding and usually undertaken at public expense;
- D. Minimize business interruptions;
- E. Minimize damage to public facilities and utilities located in areas of special flood hazard;

³ Revised standards to give Director authority to require building envelopes on platting documents or other application types to provide an opportunity for discussion of appropriate building locations to protect sensitive areas.

⁴ New standard to address natural hazard conditions. We did not include wildfire as we do not see that as a significant risk in Northglenn.

⁵ Carried forward from current 11-52 without substantial revision. The floodplain regulations appear to have been updated in 2013 to comply with updated state standards, with additional minor amendments in 2015.

⁶ We did not carry forward the title of this "ordinance" since the entire ordinance will be part of the new UDO. All references to "ordinance" and "article" were replaced with "Section 4.3."

- F. Help maintain a stable tax base by providing for the prudent use and development of areas of special flood hazard so as to minimize future flood blight areas;
- G. Ensure that potential buyers are notified that property is in an area of special flood hazard; and
- H. Ensure that those who occupy areas of special flood hazard assume responsibility for their actions.

4.3.3. General Provisions

A. Jurisdiction

Section 4.3 shall apply to all areas of special flood hazard and areas removed from the floodplain by the issuance of a Federal Emergency Management Agency (FEMA) letter of map revision based on fill (LOMR-F) within the jurisdiction of the City of Northglenn.

B. Basis for Establishing Areas of Special Flood Hazard

FEMA has identified the areas of special flood hazard in the Flood Insurance Study for Adams County, Colorado and Incorporated Areas, dated January 20, 2016, with accompanying flood insurance rate maps and/or flood boundary floodway maps (FIRM and/or FBFM), and this study and accompanying Flood Insurance Rate Maps, are hereby adopted by reference and declared to be a part of Section 4.3. For the purpose of final determination of the areas of special flood hazard, the flood profile shall control. The Flood Insurance Study and the Flood Insurance Rate Maps are on file in the Department of Public Works.

C. Establishment of Floodplain Development Permit

A development permit shall be required to ensure conformance with the provisions of this section. Permit applications shall be prepared by a Colorado licensed professional engineer.⁷

D. Compliance

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of Section 4.3 and other applicable regulations.

E. Abrogation and Greater Restrictions

Section 4.3 is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this Article and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

F. Interpretation

In the interpretation and application of Section 4.3, all provisions shall be:

1. Considered as minimum requirements;
2. Liberally construed in favor of the governing body; and
3. Deemed neither to limit nor repeal any other powers granted under state statutes.

G. Warning and Disclaimer of Liability

The degree of flood protection required by Section 4.3 is considered reasonable for regulatory purposes and is based upon engineering and scientific methods of study. Larger floods may occur on occasions or the flood height may be increased by manmade or natural causes. Section 4.3 does not imply that land outside areas of special flood hazard or land uses permitted within such areas will always be totally free from flooding or flood damages. Nor shall this Section create a liability on the part of, or create a cause of action against the City of Northglenn or any officer or employee thereof, or FEMA, for any flood damages that may result from reliance on Section 4.3 or any administrative decision lawfully made thereunder.

4.3.4. Administration

A. Designation of Administrator

The City Manager, or the City Manager's authorized representative, shall be the floodplain administrator and shall administer, interpret, and implement Section 4.3 by granting or denying development permit applications in accordance with its provisions.

⁷ Added sentence affirming requirement for professional engineer to prepare permit applications.

B. Duties of the Administrator

The duties of the floodplain administrator shall include, but not be limited to:

1. Review of all development permits to insure that the permit requirements of this Section 4.3 have been satisfied;
2. Review of all development permits to insure that all necessary permits have been obtained from which prior approval is required, including, but not limited to, Federal and/or State law including Section 404 of the Federal Water Pollution Control Act amendments of 1972, 33 U.S.C. 1334;
3. Review of all development permits to determine if the proposed development is located in the floodway. If located in the floodway, assure that the encroachment provisions of Section 4.3.8 are met.
4. Review of all development permits to determine that all such proposals are consistent with the need to minimize flood damage within the flood-prone area, that all public facilities and utilities such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage and to assure that adequate drainage is provided to reduce exposure to flood hazards.
5. Obtain and record the elevation in Mean Sea Level of the lowest floor, including basement, of any new or substantially improved structures located in a special flood hazard area, and whether or not the structure includes a basement.
6. For all new or substantially improved floodproofed structures located in a special flood hazard area:
 - a. Require that a professional engineer or architect licensed in the State of Colorado develop and/or review all structural design specifications and plans for such structures.
 - b. Verify and record the actual elevation, in Mean Sea Level, to which the structure has been floodproofed.
 - c. Maintain the floodproofing certifications required in Section 4.3.4.D.4 of this Ordinance.
7. Maintain for public inspection all records pertaining to the provisions of this Ordinance.
8. Notify adjacent communities and the Colorado Water Conservation Board prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the FEMA.
9. Require that maintenance is provided within the altered or relocated portion of a watercourse so that the flood carrying capacity is not diminished.
10. Review of State and Federal regulations related to the National Flood Insurance Program and to maintain this ordinance in compliance with those regulations through periodic updates and revisions.

C. Alternate Sources of Data

When base flood elevation data has not been provided in accordance with Section 4.3.3.B, the floodplain administrator shall obtain, review and reasonably utilize any base flood elevation and floodway data available from Federal, State, or other source as criteria for requiring that new construction, substantial improvement, or other development in any area of special flood hazard of the Flood Insurance Rate Map is administered in accordance with Section 4.3.7.

D. Development Permit Required

A development permit shall be obtained before construction or development begins within any area of special flood hazard. Application for a development permit shall be made on forms furnished by the floodplain administrator and may include, but not be limited to: plans drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures; fill; storage of materials outside; drainage facilities; and the location of the foregoing. Specifically, the following information is required:

1. Base flood elevation data in relation to the land surface that is proposed for development.
2. Elevation in relation to Mean Sea Level of the lowest floor (including basement) of all new and substantially improved structures.
3. Elevation in relation to Mean Sea Level to which any structure has been floodproofed.
4. Certification by a registered professional engineer or architect licensed in the State of Colorado that the construction or development complies with all requirements of Section 4.3.
5. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.

6. All necessary permits for which prior approval may be required, including, but not limited to, any applicable Federal and/or State law.

E. Approval Criteria

Approval or denial of a development permit by the floodplain administrator shall be based on all of the provisions of Section 4.3 and the following relevant factors:

1. The danger to life and property due to flooding or erosion damage;
2. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
3. The danger that materials may be swept onto other lands to the injury of others;
4. The compatibility of the proposed use with existing and anticipated development;
5. The safety of access to the property in times of flood for ordinary and emergency vehicles;
6. The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
7. The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site;
8. The necessity to the facility of a waterfront location, where applicable;
9. The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use; and
10. The relationship of the proposed use to the comprehensive plan for that area.

F. Mapping Disputes

The floodplain administrator shall make interpretations, where needed, as to the exact location of the boundaries of the areas of special flood hazards. The Board of Adjustment shall decide cases in which a boundary is disputed, according to the provisions for appeal contained in Section 4.3.12.

4.3.5. New Subdivisions

An application for a new subdivision pursuant to **Section 6.6** of the Northglenn Municipal Code shall include the submittal of an application for a development permit under this Section 4.3 showing the following:

- A. That the design of the new land subdivisions (not including resubdivisions) in a special flood hazard area is consistent with the need to minimize flooding;
- B. That public utilities and facilities are located and constructed to minimize flood damage;
- C. That adequate drainage is provided to reduce exposure to flood damage; and
- D. That base flood elevation data is provided.

4.3.6. Construction Standards - All Flood Hazard Areas

A. Application

The following standards are required for all new construction and substantial improvements in all special flood hazard areas.

B. Anchoring

1. All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure and to withstand hydrostatic and hydrodynamic loads including the effects of buoyancy.
2. All manufactured homes must be elevated and anchored to resist flotation, collapse, lateral movement, and hydrostatic and hydrodynamic loads. Methods of anchoring may include, but are not limited to use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces. Any additions to the manufactured home shall be similarly anchored.

C. Construction Materials and Methods

1. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
2. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage, including anchoring to resist flotation and lateral movement.
3. All new construction and substantial improvements that have fully enclosed areas below the lowest floor that are used solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect licensed in the State of Colorado, or meet or exceed the following minimum criteria:
 - a. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
 - b. The bottom of all openings shall be no higher than one foot above grade.
 - c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

D. Utilities⁸

1. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
2. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwater into the system and discharges from the system into floodwaters.
3. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
4. Electrical, heating, ventilation, plumbing, and air-conditioning equipment and other service facilities shall be designed and/or located so as to prevent floodwater from entering or accumulating within the components.

4.3.7. Construction Standards Where Base Flood Elevation is Provided**A. Application**

In all areas of special flood hazard where base flood elevation data has been provided as set forth in Section 4.3.3.B, *Basis for Establishing Areas of Special Flood Hazard*, or Section 4.3.4.C, *Alternate Sources of Data*, the following standards are required.

B. Residential Construction

New construction and substantial improvement of any residential structure shall have the lowest floor (including basement) electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities (including ductwork), elevated to one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the floodplain administrator that the standard of this subsection is satisfied.

C. Nonresidential Construction

New construction or substantial improvement of any nonresidential structure shall either have the lowest floor (including basement) elevated to the level of the base flood elevation, or together with attendant utility and sanitary facilities, shall:

1. Be floodproofed so that the structure is watertight one foot above the base flood elevation with walls substantially impermeable to the passage of water;
2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

⁸ This section is currently under review by Public Works for potential amendments and/or clarifications. Any changes will be included in the consolidated draft.

D. Manufactured Homes

All manufactured homes erected, installed, or substantially improved within zones A1-30, AH, and AE on the community's FIRM on sites outside of a manufactured home park or subdivision shall be elevated and anchored on a permanent foundation such that the lowest floor of the manufactured home, electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities (including ductwork), be elevated to one foot above the base flood elevation.

4.3.8. Floodway Restrictions

- A.** No encroachment, including fill, new construction, substantial improvement, or other development shall be permitted in the Floodway as defined in Section 4.3.13, unless certification consistent with the requirements of 44 CFR 59-78, by a professional engineer or architect licensed in the State of Colorado is provided demonstrating that encroachment will not result in any increase in flood levels during occurrence of the base flood.
- B.** All new construction or substantial improvements in the floodway shall comply with all applicable construction standards of Sections 4.3.6 and 4.3.7.
- C.** All new construction and substantial improvements in zones AH and AO of the special flood hazard areas shall have adequate drainage paths around structures on slopes to guide floodwaters around and away from the proposed structures.
- D.** All recreational vehicles placed on sites within zones A1-30, AH and AE shall conform with one of the following conditions:
 - 1.** Be on the site for fewer than 180 consecutive days,
 - 2.** Be fully licensed and ready for highway use, or
 - 3.** Meet the permit requirements and the elevation and anchoring requirements for "Manufactured Homes" of this Section 4.3.

A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.
- E.** Under the provisions of 44 CFR Chapter 1, Section 65.12 of the National Flood Insurance Regulations, the City may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a CLOMR and floodway revision through FEMA.

4.3.9. Alteration of a Watercourse

For all proposed developments that alter a watercourse within a special flood hazard area, the following standards apply:

- A.** Channelization and flow diversion projects shall appropriately consider issues of sediment transport, erosion, deposition, and channel migration, and properly mitigate potential problems through the project as well as upstream and downstream of any improvement activity. A detailed analysis of sediment transport and overall channel stability should be considered, when appropriate, to assist in determining the most appropriate design.
- B.** Channelization and flow diversion projects shall evaluate the residual 100-year floodplain.
- C.** Any channelization or other stream alteration activity proposed by a project proponent must be evaluated for its impact on the regulatory floodplain and be in compliance with all applicable federal, state and local floodplain rules, regulations and ordinances.
- D.** Any stream alteration activity shall be designed and sealed by a registered Colorado professional engineer or certified professional hydrologist.
- E.** All activities within the regulatory floodplain shall meet all applicable federal, state and city floodplain requirements and regulations.
- F.** Within the regulatory floodway, stream alteration activities shall not be constructed unless the project proponent demonstrates through a floodway analysis and report, sealed by a registered Colorado professional engineer, that there is not more than a 0.00-foot rise in the proposed conditions compared to existing conditions floodway

resulting from the project, otherwise known as a no-rise certification, unless the community first applies for a CLOMR and floodway revision in accordance with the provisions of Section 4.3.

- G. Maintenance shall be required for any altered or relocated portions of watercourses so that the flood-carrying capacity is not diminished.

4.3.10. Properties Removed from the Floodplain by Fill

A floodplain development permit shall not be issued for the construction of a new structure or addition to an existing structure on a property removed from the floodplain by the issuance of a FEMA letter of map revision based on fill (LOMR-F), unless such new structure or addition complies with the following:

A. Residential Construction

The lowest floor (including basement), electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities (including ductwork), must be elevated to one foot above the base flood elevation that existed prior to the placement of fill.

B. Nonresidential Construction

The lowest floor (including basement), electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities (including ductwork), must be elevated to one foot above the base flood elevation that existed prior to the placement of fill, or together with attendant utility and sanitary facilities be designed so that the structure or addition is watertight to at least one foot above the base flood level that existed prior to the placement of fill with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

4.3.11. Standards for Critical Facilities

A critical facility is a structure or related infrastructure, but not the land on which it is situated, as specified in Rule 6 of the Rules and Regulations for Regulatory Floodplains in Colorado, that if flooded may result in significant hazards to public health and safety or interrupt essential services and operations for the community at any time before, during and after a flood.

A. Classification of Critical Facilities

It is the responsibility of the City Council to identify and confirm that specific structures in their community meet the criteria in this subsection. Critical facilities are classified under the following categories: (1) essential services; (2) hazardous materials; (3) at-risk populations; and (4) vital to restoring normal services.

1. Essential services facilities include public safety, emergency response, emergency medical, designated emergency shelters, communications, public utility plant facilities, and transportation lifelines. These facilities consist of:
 - a. Public safety (police stations, fire and rescue stations, emergency vehicle and equipment storage, and, emergency operation centers);
 - b. Emergency medical (hospitals, ambulance service centers, urgent care centers having emergency treatment functions, and non-ambulatory surgical structures but excluding clinics, doctors' offices, and non-urgent care medical structures that do not provide these functions);
 - c. Designated emergency shelters;
 - d. Communications (main hubs for telephone, broadcasting equipment for cable systems, satellite dish systems, cellular systems, television, radio, and other emergency warning systems, but excluding towers, poles, lines, cables, and conduits);
 - e. Public utility plant facilities for generation and distribution (hubs, treatment plants, substations and pumping stations for water, power and gas, but not including towers, poles, power lines, buried pipelines, transmission lines, distribution lines, and service lines); and
 - f. Air transportation lifelines (airports (municipal and larger), helicopter pads and structures serving emergency functions, and associated infrastructure, aviation control towers, air traffic control centers, and emergency equipment aircraft hangars).

2. Specific exemptions to this category include wastewater treatment plants (WWTP), non-potable water treatment and distribution systems, and hydroelectric power generating plants and related appurtenances.
3. Public utility plant facilities may be exempted if it can be demonstrated to the satisfaction of the City Council that the facility is an element of a redundant system for which service will not be interrupted during a flood. At a minimum, it shall be demonstrated that redundant facilities are available (either owned by the same utility or available through an intergovernmental agreement or other contract) and connected, the alternative facilities are either located outside of the 100-year floodplain or are compliant with the provisions of this Article, and an operations plan is in effect that states how redundant systems will provide service to the affected area in the event of a flood. Evidence of ongoing redundancy shall be provided to the City Council on an as-needed basis upon request.
4. Hazardous materials facilities include facilities that produce or store highly volatile, flammable, explosive, toxic and/or water-reactive materials. These facilities may include:
 - a. Chemical and pharmaceutical plants (chemical plant, pharmaceutical manufacturing);
 - b. Laboratories containing highly volatile, flammable, explosive, toxic and/or water-reactive materials;
 - c. Refineries;
 - d. Hazardous waste storage and disposal sites; and
 - e. Above ground gasoline or propane storage or sales centers.
5. Facilities shall be determined to be critical facilities if they produce or store materials in excess of threshold limits. If the owner of a facility is required by the Occupational Safety and Health Administration (OSHA) to keep a material safety data sheet (MSDS) on file for any chemicals stored or used in the work place, and the chemical(s) is stored in quantities equal to or greater than the threshold planning quantity (TPQ) for that chemical, then that facility shall be considered to be a critical facility. The TPQ for these chemicals is: either 500 pounds or the TPQ listed (whichever is lower) for the 356 chemicals listed under 40 CFR § 302 (2010), also known as extremely hazardous substances (EHS); or 10,000 pounds for any other chemical. This threshold is consistent with the requirements for reportable chemicals established by the Colorado Department of Public Health and Environment. OSHA requirements for MSDS can be found in 29 CFR § 1910 (2010). The Environmental Protection Agency (EPA) regulation "Designation, Reportable Quantities, and Notification," 40 CFR § 302 (2010) and OSHA regulation "Occupational Safety and Health Standards," 29 CFR § 1910 (2010) are incorporated herein by reference and include the regulations in existence at the time of the promulgation this Ordinance, but exclude later amendments to or editions of the regulations.
6. Specific exemptions to this category include:
 - a. Finished consumer products within retail centers and households containing hazardous materials intended for household use, and agricultural products intended for agricultural use.
 - b. Buildings and other structures containing hazardous materials for which it can be demonstrated to the satisfaction of the local authority having jurisdiction by hazard assessment and certification by a qualified professional (as determined by the local jurisdiction having land use authority) that a release of the subject hazardous material does not pose a major threat to the public.
 - c. Pharmaceutical sales, use, storage, and distribution centers that do not manufacture pharmaceutical products.

These exemptions shall not apply to buildings or other structures that also function as critical facilities under another category outlined in this article.
7. At-risk population facilities include medical care, congregate care, and schools. These facilities consist of:
 - a. Elder care (nursing homes); The lowest floor (including basement), electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities (including ductwork), must be elevated to one foot above the base flood elevation that existed prior to the placement of fill, or together with attendant utility and sanitary facilities be designed so that the structure or addition is watertight to at least one foot above the base flood level that existed prior to the placement of fill with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.
 - b. Congregate care serving 12 or more individuals (day care and assisted living);

- c. Public and private schools (pre-schools, K-12 schools, before-school and after-school care serving 12 or more children).
8. Facilities vital to restoring normal services including government operations. These facilities consist of:
- a. Essential government operations (public records, courts, jails, building permitting and inspection services, community administration and management, maintenance and equipment centers);
 - b. Essential structures for public colleges and universities (dormitories, offices, and classrooms only). These facilities may be exempted if it is demonstrated to the City Council that the facility is an element of a redundant system for which service will not be interrupted during a flood. At a minimum, it shall be demonstrated that redundant facilities are available (either owned by the same entity or available through an intergovernmental agreement or other contract), the alternative facilities are either located outside of the 100-year floodplain or are compliant with Section 4.3, and an operations plan is in effect that states how redundant facilities will provide service to the affected area in the event of a flood. Evidence of ongoing redundancy shall be provided to the City Council on an as-needed basis upon request.

B. Protection for Critical Facilities

All new and substantially improved critical facilities and new additions to critical facilities located within the special flood hazard area shall be regulated to a higher standard than structures not determined to be critical facilities. For the purposes of Section 4.3, protection shall include one of the following:

1. Location outside the special flood hazard area; or
2. Elevation of the lowest floor or floodproofing of the structure, together with attendant utility and sanitary facilities, to at least two feet above the base flood elevation.

C. Ingress and Egress for New Critical Facilities

New critical facilities shall, when practicable as determined by the City Council, have continuous non-inundated access (ingress and egress for evacuation and emergency services) during a 100-year flood event.

4.3.12. Variance and Appeal Procedure

A. Designated Appeal Board

The Board of Adjustment shall hear and decide appeals and requests for variance from the requirements of Section 4.3, in accordance with the provisions of [Section 6.7.1](#) of this UDO with the special provisions provided below.

B. Evaluation Criteria, Variances and Appeals

In passing upon such application for variance or appeal, the Board of Adjustment shall consider:

1. All technical evaluations, all relevant factors, and standards specified in other sections of Section 4.3;
2. The danger to life and property due to flooding or erosion damage;
3. The susceptibility of any proposed development, structure, facility, and property to flood damage and the effect of such damage on the individual owners of the site in question or any other sites within or outside of the boundaries of the City;
4. The importance to the community of the services provided by the proposed development, structure, facility, or use of the property;
5. The availability of alternative locations for the proposed use which are not within a special flood hazard area;
6. The safety of access to the site by ordinary emergency vehicles in times of flood;
7. The relationship of the proposed use to the floodplain management program for the area;
8. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters expected at the site; and
9. The cost of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities.

C. Variance Limitations

A variance may be issued only in accordance with the following limitations:

1. For new construction and substantial improvements on lots of one-half acre or less and contiguous to and surrounded by lots in a special flood hazard area with structures with the lowest floor constructed below the base flood level and provided that the criteria established in Section 4.3.12.B⁹ have been fully considered.
2. Variances shall not be granted within any floodway designated in the flood insurance study of the City of Northglenn if any increase in flood levels during the base flood discharge would result.
3. Variances shall only be granted upon determination that the variance is the minimum necessary to afford relief.
4. Variances shall only be granted upon determination that failure to grant the variance would result in exceptional hardship to the applicant.
5. Determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, creation of nuisances, cause fraud and/or victimization of the public, or conflict with any existing City ordinances or regulations.

D. Conditional Approval

Upon consideration of the criteria listed in Section 4.3.12.B, and the purposes of Section 4.3, the Board of Adjustment may attach such conditions to the granting of variances, as it deems necessary.

E. Records of Appeals and Variances

The floodplain administrator shall maintain the records of all appeal actions, including technical information, and report any variances to FEMA.

F. Recording

Notice of variances granted shall be recorded at the office of the Adams County Clerk and Recorder, and/or the Weld County Clerk and Recorder, as applicable.

G. Notice of Increased Cost of Flood Insurance

Any applicant to whom a variance is granted shall be given written notice by the floodplain administrator that the cost of flood insurance will be commensurate with the increased risk.

4.3.13. Definitions¹⁰

Definitions related to this section were relocated to Section 7.3.

⁹ Current reference to 11-52-11(b) did not seem logical. We think it was intended to reference the variance criteria in 11-52-14(b).

¹⁰ The floodplain-specific definitions were relocated and combined with the general definitions in Article 7.

4.4 Stormwater and Drainage Control¹¹

Commentary:

One of the issues raised in the Development Regulations Analysis and Annotated Outline was the inadequacy of the stormwater and detention standards as they relate to both new projects and redevelopment. This new section clarifies the applicability of stormwater and drainage standards, with cross-references to existing permit requirements and BMPs in Chapter 16 of the Northglenn Municipal Code. Many of the engineering standards in Chapter 16 appear to have been updated in 2011. We also introduced new Low-Impact Development (LID) standards for alternative green-infrastructure approaches to otherwise piped infrastructure.

4.4.1. Purpose¹²

The purpose of this section is to establish minimum stormwater management controls to protect and safeguard the public health, safety, and welfare through the following objectives:

- A. Promote the public health, safety, and welfare by minimizing flood losses and the inconvenience and damage resulting from uncontrolled and unplanned stormwater runoff in the City;
- B. Minimize increases in stormwater runoff as a result of development;
- C. Implement a plan that includes a coordinated program of creating upstream ponding for temporary detention of stormwater runoff;
- D. Encourage and facilitate urban water resources management techniques, including detention of stormwater runoff, to minimize the need to construct storm sewers;
- E. Reduce pollutants in stormwater discharges from construction activity by guiding, regulations, and controlling the design, construction, use, and maintenance of any development or other activity that disturbs the topsoil or results in the movement of earth on land;
- F. Minimize increases in non-point source pollution caused by stormwater runoff;
- G. Reduce flooding, siltation, and stream bank erosion and channel degradation; and
- H. Ensure that stormwater management controls are properly maintained.

4.4.2. Applicability

This section shall apply to all development that disturbs more than one acre of land surface. Water quality standards apply to all new development and redevelopment.

4.4.3. Grading Permit Required

A grading permit shall be required pursuant to Section 16-17-10.¹³

4.4.4. Stormwater and Drainage Control Standards

In addition to the standards in Chapter 16 – Articles 13 and 17, the following standards shall apply:

A. On-Site Drainage Control

Unless a regional drainage solution is required pursuant to paragraph B below, the following shall apply:

- 1. Drainage designs shall provide on-site drainage of the project site so that off-site storm drainage flows are not increased and so that water quality is maintained or improved.

¹¹ These are all new standards, mostly referencing standards outside the zoning and subdivision regulations in Chapter 16, Article 17.

¹² Many of these purpose statements are new, but some of them were carried forward (with minimal revisions) from 16-13-2 and 16-17-3.

¹³ NOTE: The grading permit requirements should be updated to reflect the new lineup of zoning districts. There is a reference to plots zoned R1 – R3 in Section 16-17-10(b)(2).

2. Designs shall prevent drainage flows from flowing between or off properties, except that historic off-site flows may be allowed to continue with approval by the City Engineer.
3. Existing drainage courses shall be maintained to the maximum extent practicable.

B. Regional Drainage Solutions

Regional drainage solutions may be required by the City Engineer based on the City's MS4 permit.

4.4.5. Low-Impact Development Practices¹⁴

A. Purpose

The City of Northglenn recognizes the importance of mitigating impacts of increased runoff and stormwater pollution from development, redevelopment, and infill. Low-impact development (LID) practices can be used as part of an integrated water management strategy. Further, LID practices as an alternative to standard landscaping methods promote infiltration, remove pollutants, regenerate groundwater supply, and encourage the use of native plants.

B. Applicability¹⁵

1. To the maximum extent practicable, the LID options in subsection C below shall be considered as an alternative to the standards in Section 4.4 and to the landscaping standards in Section 4.7.
2. In no case shall the use of LID options result in a reduction and/or modification of standards that would result in a site that is inconsistent with the purpose and intent of Section 4.4 or the landscaping standards in Section 4.7.

C. Low-Impact Development Options

The options below are encouraged to implement LID at the time of site development or redevelopment. The options are not intended to be prescriptive or to inhibit creative design.

1. Disconnecting Drainage from Impervious Surface

Drainage from buildings (through gutters and downspouts) may be disconnected from piped infrastructure and from draining directly onto impervious surfaces without first passing through one of the green infrastructure options listed below.

2. Green Infrastructure Options

a. Bioswales

Bioswales are vegetated swales planted with wet tolerant species of plants or ornamental grasses. They transport store, and allow infiltration of water, and can be designed as a landscape feature. Bioswales are not grassed, but are planted with a variety of plant species that can withstand occasional water inundation for short periods of time.

b. Grassed Swales

Grassed swales are designed conveyance devices used to transport water over the surface of the ground to a point of disposal that may be a catch basin, ditch, water body that will filter, infiltrate, evaporate, and clean water of total suspended solids, solid waste, and other pollutants. Swales are often appropriate along property lines, public streets, and around buildings.

c. Rain Gardens

Rain gardens are small shallow depressions planted with a variety of native or ornamental plants that can treat small amounts of runoff to improve water quality. Rain gardens are generally small collections of water loving plants planted on a low site area that naturally collects rainfall.

¹⁴ New standards to require (to the maximum extent practicable) low-impact development as it relates to drainage infrastructure and landscaping. These options are currently under consideration to determine whether some or all of these practices can be strict requirements (instead of maximum extent practicable), or whether some of these options would not be allowable by City Engineering standards.

¹⁵ **DISCUSSION:** The City is considering offering incentives for properties using LID principles. For example, potential reduction in landscaped area, required parking, or potential density and/or height bonuses could be allowed that would be offset by LID development options.

3. Permeable Pavers and Porous Pavement

Permeable pavers and porous pavement allow water seepage through the joints and through the graded gravel base that they are placed on. This allows for the infiltration of rainwater thereby reducing the runoff leaving a site. When used in connection with street tree plantings, they allow for more air circulation around tree roots and can easily be removed in order to trim tree roots and to regrade a walkable surface. Use of permeable pavers or porous pavement shall not be permitted in locations required for fire access unless approved by North Metro Fire Rescue.

4. Sand Filters

Sand filters are filtering or infiltrating systems that consist of a surcharge zone underlain by a sand bed with an underdrain system (when necessary). Examples may include depressions, trenches, barriers, or sand lenses constructed of porous mineral matter that improve ground water recharge to filter, clean, and trap waterborne pollutants.

5. Other Options

- a. In addition, other LID standards include extended detention basins that may be used in open space tracts to treat the runoff from multiple lots, roads, trails, and pathways.
- b. Other LID options may be allowed as approved by the City Manager may be considered.¹⁶

4.4.6. Alternative Design

Alternative designs may be approved by the Director and the City Engineer provided they meet the intent of this Section and this UDO.

4.5 Access and Circulation**Commentary:**

This new section is intended to provide better connections between developments, between neighborhoods, and within and around the same. Most of these access and circulation standards are new. It builds on concepts that are introduced in subdivision standards, but consolidates them to give them consistency and prominence in the UDO. This new section clarifies that these standards and improvements should be applied to individual sites for development and redevelopment, not just subdivisions.

4.5.1. Purpose

The purpose of Section 4.5 is to provide for a highly connected system serving multiple modes of transportation for automobiles, transit, bicycles, and pedestrians that:

- A. Connects Northglenn neighborhoods;
- B. Connects neighborhoods to destinations;
- C. Reduces vehicle miles traveled and travel times;
- D. Improves air quality;
- E. Mitigates traffic impacts caused by new development;
- F. Improves the effectiveness of local service delivery; and
- G. Avoids the creation of large, isolated tracts.

4.5.2. Applicability

The standards in Section 4.5 shall apply to:

- A. All new development, except for single-family or duplex development that are not part of a new subdivision;
- B. Any expansion of an existing structure or use by more than 25 percent of the floor area or site area;

¹⁶ The City Manager may also assign a designee, which in this case would be the Director of Public Works.

- C. Any expansion of an existing structure or use that requires a special use permit; and
- D. A change of use that requires physical alteration of the site.

4.5.3. Circulation Plan Required

Applicants shall provide a circulation plan demonstrating compliance with Section 4.5, pursuant to the Administrative Manual. The circulation plan shall be submitted with the respective development or subdivision application.

4.5.4. Multimodal Transportation System¹⁷

Access and circulation systems associated with any development shall provide for multiple travel modes (vehicular, transit, bicycle, and pedestrian), as appropriate to the development's size, character, and relationship to existing and planned transportation systems. Circulation systems shall be coordinated and integrated to offer the occupants and visitors of development improved transportation choices while enhancing safe and efficient mobility throughout the development and the City.

4.5.5. Street Connectivity¹⁸

A. Purpose

Street and block patterns should include a clear hierarchy of well-connected streets that distribute traffic over multiple streets to avoid congestion of principal routes. Within each development, the access and circulation system and grid of street blocks should accommodate the safe, efficient, and convenient movement pedestrians, bicycles, transit uses, and vehicles, with consideration of the mobility of all ages and abilities, through the development and linking to adjacent developments and neighborhoods.

B. Vehicular Access to Public Streets and Adjacent Land

1. Development shall provide public street connections to all existing, adjacent public streets.
2. If there are no adjacent public streets, subdivisions and/or new developments shall provide connections along each boundary abutting adjacent vacant land for future connections spaced at intervals not to exceed 1,000 feet for arterials, and 660 feet for other street types. Alternatives to these standards may be approved by the Director where meeting such standards is impractical.

C. Cul-de-Sacs and Dead-End Streets Discouraged

The design of street systems shall use through-streets. Permanent cul-de-sacs and dead-end streets shall only be used when topography, natural features, and/or vehicular safety conditions make a vehicular connection impractical.

D. Residential Streets

1. Local residential streets shall be laid out to discourage through-traffic use. Traffic-calming techniques such as diverters, neck-downs, street gardens, and curvilinear alignments may be used to reduce speed and cut-through collector and/or arterial traffic.
2. Residential streets shall be designed to align with the existing street grid pattern of the region to the maximum extent practicable, and follow natural contours of the site where appropriate.

4.5.6. Driveways and Access

A. General Standards

1. All lots shall have sufficient access providing reasonable ingress and egress to and from the property.
2. All access points shall be constructed so that:
 - a. Vehicles may safely enter and exit the property; and
 - b. Interference with the convenient flow of traffic and conflict with pedestrians and bicycles is minimized.

¹⁷ New – emphasizes the importance of multimodal considerations.

¹⁸ New standards. Streets should be designed at the subdivision phase of development. Should new streets be proposed within an already platted property, the standards of the subdivision design for streets would still apply.

3. Shared access shall be provided to the maximum extent practicable.
4. Driveways shall be hard-surfaced with materials pursuant to the Public Works Standards and Specifications.¹⁹

B. Residential Driveways²⁰

In addition to the general requirements above, residential driveways shall comply with the following:

1. No driveway shall provide direct access to an arterial or highway unless no other legal access alternative is available.
2. No single driveway for single-family detached dwellings shall exceed 30 feet in width.
3. Driveways for single-family detached dwellings shall not exceed 40 percent of the lot width.

Insert graphic depicting different residential driveway types, including a corner lot with a detached garage

C. Drive-Through Facilities

See Section 4.6.9, *Drive-Through Facilities*.

D. Vision Clearance Area²¹

1. Generally

Vision clearance areas free of obstructions are required where a driveway intersects a public right-of-way or where property abuts the intersection of two public rights-of-way. Unobstructed sight distance shall be provided at all times within the vision clearance area of the property adjacent to the intersection in order to ensure that safe and adequate sight distance is provided for the public use of the right-of-way, pursuant to Table 4.5-A and **Figure X** below. The Director shall determine the classification of all adjacent roadways used in calculating the required unobstructed sight distance at all intersections.

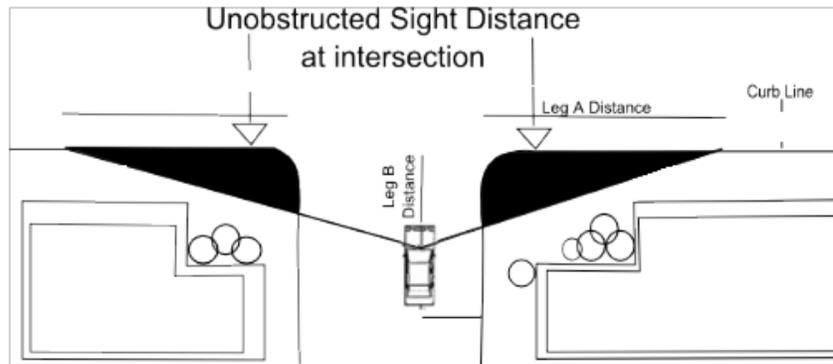
Table 4.5-A: Vision Clearance Area Distance Requirements

		Leg A Distance			
		Driveway	Local	Collector	Arterial
		Leg B / Leg A			
Leg B Distance	Driveway	15 feet / 15 feet	15 feet / 15 feet	15 feet / 35 feet	15 feet / 50 feet
	Local	15 feet / 15 feet	15 feet / 15 feet	15 feet / 35 feet	15 feet / 50 feet
	Collector	35 feet / 15 feet	35 feet / 15 feet	35 feet / 35 feet	35 feet / 50 feet
	Arterial	50 feet / 15 feet	50 feet / 15 feet	50 feet / 35 feet	50 feet / 50 feet

¹⁹ **DISCUSSION:** Should residential driveways be required to use traditional paving materials (pavers or concrete), or should alternative porous or permeable materials be permitted?

²⁰ New maximum driveway widths proposed for residential to avoid a prominence of garages, and/or over-paving front yards.

²¹ We based these standards on those provided with the recent sign code amendments. These standards are inconsistent with the vision clearance area requirements we provided in Part 2 in the measurements and exceptions section of Article 2, which will be updated to match these standards in the consolidated draft. Public Works is still reviewing these standards (including Table 4.4-A) to consider whether or not alleys should be included, with standards similar to driveways.



2. Exceptions²²

Landscaping may be provided within a vision clearance area provided such landscaping is less than 30 inches in height. Trees may be provided within the vision clearance area provided the lowest branches are more than seven feet above the ground.

E. Cross-Access between Adjacent Uses

1. All multifamily and nonresidential development shall be designed to allow for cross-access to adjacent properties to encourage shared parking and shared access to public or private streets. This may be accomplished by one or more of the following:
 - a. Connecting streets and drives;
 - b. Coordinating parking lot and parking structure entrances;
 - c. Providing common service and delivery areas;
 - d. Providing shared parking areas;
 - e. Providing shared driveways and access points for adjacent lots to minimize curb cuts.
2. The Director may allow alternatives to cross-access requirements if providing cross-access is deemed impractical, provided the applicant provides adequate bicycle and pedestrian connections between adjacent developments or land uses.

4.5.7. Pedestrian and Bicycle Circulation

A. Sidewalks Required

1. Sidewalks shall be required for development in all zoning districts except for the AG district.
2. Sidewalks shall be installed and maintained to the specifications in the Public Works Standards and Specifications.²³

B. On-Site Pedestrian Connections Required

All new nonresidential, mixed-use, and multifamily development shall provide a network of on-site pedestrian walkways with a minimum width of five feet to and between the following areas:

1. The primary entrance or entrances to each building, including pad site buildings;
2. Any sidewalks, walkways, or multi-use paths on adjacent properties that extend to the boundaries shared with the development.
3. Any parking areas intended to serve the development;
4. Any public transit stations and/or stops on or along an adjacent street;
5. Any adjacent residential neighborhoods; and
6. Any adjacent public parks, trails, open spaces, or other public uses or amenities.

²² New exceptions for landscaping and trees in the vision clearance triangles. Further discussion required with Public Works on whether or not the seven-foot tree branch provision is sufficient to satisfy sight distance requirements.

²³ Confirming with Public Works that the standards and specifications address sidewalk construction standards?

C. Parking Area Pedestrian Access²⁴

Parking lots with more than 100 spaces shall include pedestrian walkways or sidewalks through the parking lot to the primary building entrance(s) or to a sidewalk that connects to the primary building entrance(s).

D. Required On-Site Connection Designs

Wherever on-site walkways are required, such walkways shall be distinguishable from areas used by vehicles through the use of changing materials or patterns, paving height, bollards or other decorative amenities, or raised medians or walkways. Walkways shall be ADA accessible.

E. Bicycle Circulation²⁵

Designated bicycle lanes and pedestrian-related facilities shall be designed and installed as designated in the Comprehensive Plan.

F. Alternative Designs

Alternative means and methods of design for pedestrian and bicycle circulation may be allowed with approval by the Director provided such alternative means meet the general intent of this section. Alternative designs shall be evaluated on a case-by-case basis, and approval of alternative designs in one location does not constitute approval of similar facilities in other locations.

²⁴ **DISCUSSION:** The threshold is intended to apply these standards to large parking lots, while allowing redevelopment and infill to take place on existing commercial centers. For example, at 100 spaces, this standard would apply to Safeway and Cracker Barrel, but would not apply to Walgreens or the Vitamin Shoppe.

²⁵ The location and design of bicycle facilities should align with Connect Northglenn, which is an appendix to the comp plan. The recommendations in that report clearly identify appropriate locations for recommended facility improvements.

4.6 Off-Street Parking and Loading

Commentary:

This section includes standards for how much parking and loading is required, and the layout and design of parking areas. Table 4.6-A: *Minimum Off-Street Parking*, mirrors the land use table delivered in Part 2 of the UDO Update, making it clear how much parking is required for each proposed land use. The current parking requirement for each use is listed (if a current standard exists) in the second column for comparison against the new proposed requirements. That column will be removed prior to the adoption draft.

There are several new exemptions from off-street parking requirements, including properties smaller than 5,000 square feet (except for single-family, duplex, and manufactured home uses) and expansions or enlargements that increase the square footage of an existing structure or use by less than 25 percent gross floor area. These exemptions, coupled with new and revised parking alternatives, attempt to make it easier to redevelop properties in Northglenn and encourage sustainable practices such as shared parking and bicycle parking.

Maximum parking standards. We proposed maximum parking standards to reduce stormwater runoff and minimize negative impacts associated with large expanses of vacant parking areas. Rather than propose a maximum standard for each use type, we established a maximum percentage threshold above the minimum parking requirements (no more than 125 percent of the minimum parking required).

Other new standards. We also introduced several new standards in this draft including, the methodology for calculating parking, bicycle parking provisions, parking and loading area use and design, and drive-through facility standards. Revisions from the current standards are footnoted.

4.6.1. Purpose²⁶

This section is intended to provide off-street parking and loading facilities in proportion to the generalized parking, loading, and transportation demands of different land uses and to help protect the public health, safety, and general welfare by:

- A. Avoiding and mitigating traffic congestion;
- B. Providing necessary access for service and emergency vehicles;
- C. Providing for safe and convenient interaction between motor vehicles, bicycles, and pedestrians;
- D. Encouraging multi-modal transportation options and enhanced pedestrian safety;
- E. Providing flexible methods of responding to the transportation and access demands of various land uses in different areas of the city;
- F. Reducing stormwater runoff, reducing heat island effect from large expanses of pavement, improving water quality, and minimizing dust pollution; and
- G. Avoiding and mitigating the adverse visual impact of large concentrations of exposed parking.

4.6.2. Applicability²⁷

A. New Development

Unless otherwise exempted in paragraph 4.6.2.D below, or elsewhere in this UDO, the standards in Section 4.6 shall apply to all development and land uses.

B. Expansions and Enlargements²⁸

1. Unless otherwise exempted in paragraph 4.6.2.D below, or elsewhere in this UDO, the standards in Section 4.6 shall apply to the following expansions and enlargements:

²⁶ Replaces current 11-33-1. We have introduced new purpose statements to reinforce the purpose of the off-street parking and loading section.

²⁷ Replaces current 11-33-1(a) and 11-33-8(a).

²⁸ New.

- a. The gross floor area of an existing structure or use is expanded or enlarged by 25 percent; or
 - b. The expansion or enlargement is for a use or structure that requires a special use permit; or
 - c. Major parking area improvements are made including reconfiguring, reconstructing, or other similar projects, but not including resurfacing or restriping.
2. In such cases, the number of off-street parking and loading spaces provided for the entire use (pre-existing plus expansion) shall equal 100 percent of the minimum ratio and shall not exceed the maximum ratio established in Table 4.6-A: *Minimum Off-Street Parking*.

C. Change of Use²⁹

1. Off-street parking and loading shall be provided pursuant to this section for any change of use that increases the minimum number of vehicle parking or loading spaces by more than 25 percent above those that currently exist on the site or on permitted off-site locations.
2. The number of on-site parking spaces existing before the change of use shall not be reduced below the minimum required by this section. Existing nonconforming parking areas shall comply with Section 1.5.6.³⁰

D. Exemptions from Minimum Parking Requirements³¹

Minimum required off-street parking spaces indicated in Table 4.6-A: *Minimum Off-Street Parking*, shall not apply to the following:

1. Properties containing less than 5,000 square feet of lot area, except for single-family, duplex, and manufactured home uses.
2. Expansions or enlargements that increase the square footage of an existing structure or use by less than 25 percent gross floor area, provided that any existing off-street parking areas remain unaltered.

E. Location and Design³²

The provisions of Section 4.6 shall apply to all surface and aboveground vehicle parking, bicycle parking, loading, and drive-through facilities, regardless of whether the project is subject to the requirements for additional parking or other facilities pursuant to 4.6.2.A through 4.6.2.D above.

4.6.3. Parking Plan Required³³

- A. Development of new parking and loading areas or the expansion of existing parking and loading areas shall be submitted on a parking plan (included with a site plan) and reviewed pursuant to the applicable procedures in [Article 6: Administration and Procedures](#).
- B. Construction of or modification to any required parking or loading area pursuant [Section 1.5: Nonconformities](#) and [Section 6.5: Development Permits](#) shall comply with this UDO and shall require plans approved by the City.

4.6.4. Calculations³⁴

- A. All square-footage based parking and loading requirements shall be computed on the basis of gross floor area of the subject use. Buildings with multiple uses, including shopping centers, may be divided into separate uses for purposes of calculating parking requirements. For example, the gross floor area of an office component of a retail use may be calculated separately from the gross floor area of the retail use. The floor area of structured parking within a building shall not be counted in the computation of required parking.
- B. When measurements of the number of required spaces result in a fractional number, the number of parking spaces required shall be rounded to the nearest whole number.

²⁹ New. The process for administering such review was addressed in the administration and procedures.

³⁰ Cross-reference to nonconforming site features will be updated with the consolidated draft.

³¹ Did not carry forward the exemption for land or structures used, occupied, and operated on the effective date of the current ordinance.

³² New.

³³ Replaces current 11-33-7.

³⁴ New.

- C. The following types of parking spaces shall not count against the maximum parking requirement:
 1. On-street parking spaces provided pursuant to 4.6.7.B;
 2. Designated accessible parking;
 3. Designated carpool parking;
 4. Designated fleet vehicle parking; and
 5. Structured parking, underground parking, and parking within, above, or beneath the building(s) it serves.

4.6.5. Minimum and Maximum Off-Street Parking

Commentary:

Table 4.6-A, *Minimum Off-Street Parking*, mirrors the uses from the table of allowed uses delivered in Part 2 of the UDO Update, making it clear how much parking is required for each proposed land use. The current parking requirement for each use is listed (if one exists) is included in the second column for comparison against the new proposed requirements. The current parking requirements (middle column) will be removed prior to the adoption draft.

The proposed number of parking spaces required for each use was derived by comparing the current standards with recommended standards published in the Institute of Traffic Engineers (ITE) parking demand manual, referencing our library of parking standards for cities across the nation, and professional best practices. Our general approach was to be fairly conservative with the minimum number of parking spaces required in the table, and to establish several parking alternatives to allow a greater degree of flexibility.

A. Minimum Required Parking

Each development or land use shall provide at least the minimum number of off-street parking spaces required by Table 4.6-A: *Minimum Off-Street Parking*, unless otherwise provided in this UDO.

B. Maximum Parking Allowed

In no case shall any use or development provide more than 125 percent of the minimum number of off-street parking spaces required by Table 4.6-A: *Minimum Off-Street Parking*, unless otherwise provided in this UDO.

C. Vehicle Stacking Space Requirements

All uses with drive-through facilities and those requiring stacking spaces shall comply with the requirements in 4.6.9, *Drive-Through Facilities*.

D. Outdoor Sales, Display, Leasing, and Auction Areas

All uses with outdoor sales, display, leasing, and/or auction facilities shall provide one parking space per 1,000 square feet of outdoor sales, display, leasing, or auction area in addition to the minimum parking requirement prescribed in Table 4.6-A: *Minimum Off-Street Parking*.

Table 4.6-A: Minimum Off-Street Parking
 sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Residential		
Household Living		
Dwelling, Duplex	2 spaces/dwelling unit ³⁵	2 spaces per dwelling unit
Dwelling, Live/Work	--	1.5 spaces per DU; remaining parking calculated based on the specific "work" use type associated with the dwelling unit.
Dwelling, Multifamily	2 spaces/dwelling unit	Studio: 1 space per dwelling unit

³⁵ Except in the R-1-C zone, where 1 space/dwelling unit is required.

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
		1 Bedroom: 1.25 spaces per dwelling unit 2 Bedrooms: 1.5 spaces per dwelling unit 3 Bedrooms: 2 spaces per dwelling unit 4+ Bedrooms: 1 space per bedroom Guest Parking: 10 percent of total required
Dwelling, Single-Family Attached	2 spaces/dwelling unit ³⁶	2 spaces per dwelling unit
Dwelling, Single-Family Detached	2 spaces/dwelling unit ³⁷	2 spaces per dwelling unit
Manufactured Home Park, HUD-Code	2 spaces/dwelling unit ³⁸	2 spaces per dwelling unit
Group Living³⁹		
Assisted Living Facility	1 space/ 4 patient beds, plus 1 space/doctor, plus 1 space/ 2 employees	1 space per 6 patient beds; plus 1 space for each 4 rooming units; plus 1 space for each 3 dwelling unit (See Table Note A)
Family Care Home [reserved]	--	1 space per 4 persons design capacity (See Table Note A)
Group Quarters [reserved]	--	
Independent Living Facility	--	1 space per 6 patient beds; plus 1 space for each 4 rooming units; plus 1 space for each 3 dwelling unit (See Table Note A)
Public, Institutional, and Civic Uses		
Community and Cultural Facilities		
Assembly	1 space/ 4 seats for patron use, plus 1 space/ 100 sf of floor or ground area used for amusement or assembly not containing fixed seats ⁴⁰ OR 1 space/ 3 seats in building ⁴¹	1 space per 6 seats in main assembly area
Cemetery or Internment Facility	--	None
Club or Lodge	--	1 space per 300 sq ft
Community Center	--	1 space per 500 sq ft
Daycare	--	

³⁶ Except in the R-1-C zone, where 1 space/dwelling unit is required.

³⁷ Except in the R-1-C zone, where 1 space/dwelling unit is required.

³⁸ Except in the R-1-C zone, where 1 space/dwelling unit is required.

³⁹ The breakdown of parking for group living facilities is still under discussion and may change with the consolidated draft.

⁴⁰ Convention halls, dance halls, skating rinks, and assembly halls.

⁴¹ Church, high school, college, and university auditoriums.

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Emergency or Community Operations Facility	--	1 space per 300 sq ft of office area, plus 1 space per service vehicle generally stored on-site
Funeral Facility	2 space/ 4 seating spaces, plus 1 space/ staff or company vehicle	1 space per 4 seats in main assembly area, plus one space per commercial vehicle generally stored on-site
Park and Open Space, Active	--	See 4.6.5.E
Park and Open Space, Passive		
Educational Facilities		
School, Public or Private	--	Elementary or Middle: 1 space per 20 students design capacity High Schools: 1 space per 8 students design capacity
School, Vocational or Trade	--	1 space per 350 sq ft
Healthcare Facilities		
Hospital	1 space/2 patient beds, plus 1 space/ staff or visiting doctor, plus 1 space/ 2 employees	1 space per 3 patient beds design capacity
Medical or Dental Clinic	3 spaces/practicing doctor, plus 1 space/ employee	1 space per 250 sq ft
Commercial Uses		
Agricultural and Animal Uses		
Agriculture, General	--	None
Agriculture, Urban	--	
Community Garden	--	
Kennel, Commercial	--	1 space per 1,000 sq ft
Stable, Commercial	--	1 space per 2,000 sq ft
Veterinary Hospital or Clinic	--	1 space per 500 sq ft
Recreation and Entertainment		
Indoor Recreation Facility	--	Bowling or similar uses: 2 spaces per lane Skating Rink or similar uses: 1 space per 1,000 sq ft Theaters, Auditoriums, Stadiums, Gymnasiums, or similar uses: 1 space per 4 seats in assembly areas Other Uses: 1 space per 1,000 sq ft

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Outdoor Recreation Facility	--	Theaters, Auditoriums, Stadiums, Gymnasiums, or similar uses: 1 space per 4 seats in assembly areas Golf Course: 8 spaces per hole Miniature Golf Course: 4 spaces per hole Other Uses: 1 space per 250 sq ft building area; plus 1 space per 10,000 sq ft site area
Food and Beverage Services		
Bar, Tavern, or Lounge	1 space/ 3 seats, plus 1 space for each 2 employees on the largest shift	Indoor Seating Area: 1 space per 200 sq ft; Outdoor Seating Area: 1 space per 350 sq ft
Catering Establishment	--	1 space per 1,000 sq ft production area; plus 1 space per 200 sq ft indoor seating/tasting area; plus 350 sq ft outdoor seating/tasting area
Microbrewery, Distillery, or Winery	1 space/ 3 seats, plus 1 space for each 2 employees on the largest shift	Indoor Seating Area: 1 space per 200 sq ft; Outdoor Seating Area: If outdoor seating area is less than 20 percent of the size of the indoor seating area, then no additional parking is required. If outdoor seating area is greater than 20 percent of the indoor seating area, then additional parking required is 1 space per 350 sq ft
Restaurant		
Office, Business, and Professional Services		
Administrative, Professional, and Government Office	1 space/ 300 sf gfa	1 space per 450 sq ft
Financial Institution	1 space/ 300 sf gfa	
Research and Development		
Personal Services		
Laundry Facility, Commercial	--	1 space per 1,000 sq ft
Laundry Facility, Self-Service	--	1 space per 300 sq ft
Personal Services, General	--	
Retail Sales		
Building Materials and Supply Store	--	1 space per 500 sq ft
General Retail, Less than 10,000 Square Feet	1 space/200 sf gfa	1 space per 300 sq ft
General Retail, Between 10,000 Square Feet and 25,000 Square Feet	1 space/200 sf gfa	1 space per 500 sq ft
General Retail, More than 25,000 Square Feet	1 space/200 sf gfa OR Regional shopping centers of 40 acres or more: 5 spaces/1,000 sf of gross leasable area	1 space per 500 sq ft

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Liquor Store	--	1 space per 500 sq ft
Marijuana Establishment, Medical	--	1 space per 500 sq ft
Marijuana Establishment, Retail	--	1 space per 500 sq ft
Nursery or Garden Supply Store	--	1 space per 500 sq ft
Lodging Facilities		
Bed and Breakfast	--	1 space per bedroom; plus 1 space for the owner/operator
Boarding or Rooming House	--	
Hotel/Motel	Hotel: 1 space/2 rooms, plus 1 space/2 employees Motel: 1 space/unit, plus each additional space as required herein because of any supplementary parking generative activities such as bars, commercial dining rooms, and the like.	0.5 spaces per guestroom
Short-Term Rental	--	
Transportation		
Rail Yard	--	None
Transit Terminal or Station	--	Determined by Transit Authority
Vehicles and Equipment		
Auto Wash	--	1 space per detailing bay
Automotive Fuel Sales	2 spaces plus 1 space/200 sf of sales and service floor area	1 space per 350 sq ft; fuel pump spaces and any parking spaces under the canopy shall not count toward meeting the minimum required parking
Automotive Repair, Major	1 space/ 2 employees on largest shift plus 2 spaces/ 300 sf of repair area	1 space per 500 sq ft of indoor sales/leasing/office area; plus 1 space per service bay
Automotive Repair, Minor	1 space/ 2 employees on largest shift plus 2 spaces/ 300 sf of repair area	
Automotive Sales and Leasing	--	
Equipment and Machinery Sales and Rental	--	Indoor: 1 space per 500 sq ft Outdoor: 1 space per 1,000 sq ft
Parking Facility	--	None
Sexually Oriented Businesses		
Sexually Oriented Business	--	1 space per 350 sq ft

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Industrial Uses		
Manufacturing and Processing		
Food Processing	--	1 space per 1,000 sq ft production area; plus 1 space per 200 sq ft indoor seating/tasting area; plus 350 sq ft outdoor seating/tasting area
Oil and Gas Operations	--	See 4.6.5.E
Manufacturing, Artisan	--	1 space per 500 sq ft
Manufacturing, Light	1 space/ 2 employees, based on number of combined employees of two largest successive shifts, plus 1 space/company vehicle, plus 10% of employee parking area for customers/visitors ⁴²	1 space per 1,000 sq ft, plus 1 space per commercial vehicle generally stored on-site
Mining and Extraction	--	None
Storage and Warehousing		
Contractor Office or Showroom	--	1 space per 450 sq ft office area, plus 1 space per commercial vehicle generally stored on-site
Outdoor Storage	--	None
Self-Service Storage	--	1 space per 500 sq ft of office; plus 1 space per 30 storage units
Warehousing and Wholesale Facility	1 space/ 2 employees, plus 1/ 300 sf gfa ⁴³	1 space per 1,000 sq ft; plus 1 space per commercial vehicle generally stored on-site
Public and Semi-Public Utility Uses		
Utilities		
Public Utility, Major	--	None
Public Utility, Minor	--	
Water Storage Facility	--	
Wireless Telecommunications Facilities		
[Reserved]	--	None
Accessory Uses		
Accessory Dwelling Unit	--	1 per dwelling unit ⁴⁴

⁴² Manufacturing and industrial uses.

⁴³ Wholesale sales and service businesses.

⁴⁴ **DISCUSSION:** How many parking spaces shall be required for accessory dwelling units? Should it be calculated differently within higher density residential districts and/or mixed-use districts?

Table 4.6-A: Minimum Off-Street Parking

sq ft = square feet gfa = gross floor area

Use Type	Minimum Parking Requirement (Current)	Minimum Parking Requirement (Proposed)
Caretaker Dwelling Unit	--	1 per dwelling unit
Drive-Through Facility	--	None
Home Occupation ⁴⁵	--	1 space per non-resident employee
Outdoor Dining	--	See parking requirement for primary use
Outdoor Sales and Display	--	
Outdoor Storage, Accessory	--	
Sale of Produce and Plants Raised on Premises ⁴⁶	--	1 space per 500 sq ft of retail area
Temporary Uses		
Construction Support Activity	--	None, unless required by temporary use permit ⁴⁷
Farmer's Market or Open Air Market	--	
Seasonal Sales	--	
Special Event	--	

Note A: Facilities that are (1) occupied by persons whose right to live together is protected by the federal Fair Housing Act, and that (2) occupy a building originally constructed for another residential use shall have the same parking requirements as the residential use for which the building was constructed.

E. Director Determination Based on Demand Study⁴⁸

Uses in Table 4.6-A: *Minimum Off-Street Parking* that reference this paragraph have varied parking and loading demands, making it difficult to specify a single standard for off-street parking or loading requirements. With an application for a use that is subject to this paragraph, the Director shall apply the off-street parking and loading standards on the basis of a demand study prepared by the applicant. Such study shall estimate the parking and loading demand based on recommendations of the Institute of Traffic Engineers, Urban Land Institute, the International Council of Shopping Centers, the American Association of State Highway and Transportation Officials, the American Planning Association, or other acceptable source of parking demand data for uses and/or combinations of uses of comparable activities, scale, bulk, area, and location.

F. Unlisted Uses

For uses not listed in Table 4.6-A: *Minimum Off-Street Parking*, the Director is authorized to:

⁴⁵ Consolidated "daycare homes as defined in Section 11-5-2(b)(43.1) of the Municipal Code of the City of Northglenn, and family care homes as defined in Section 11-5-2(b)(58.2) of the Municipal Code of the City of Northglenn, provided such homes are licensed according to State regulations or statutes as now in effect or hereafter amended," "Home occupations as defined in Section 11-5-2(b)(69) of the Municipal Code of the City of Northglenn," and "occasional care of children, with or without compensation." Currently not allowed in the MH district.

⁴⁶ Currently 11-18-1(b). Currently only allowed in the A-1 district.

⁴⁷ **DISCUSSION:** Mobile food vending (food trucks) should not be located in required parking spaces; however, there may be certain conditions under which that would be allowed. Such determination may require a condition of a temporary use permit that is evaluated on a case-by-case basis since some parking lots may be largely over-parked.

⁴⁸ Replaces current 11-33-5(t).

1. Apply the minimum off-street parking space requirement specified in Table 4.6-A: *Minimum Off-Street Parking*, for the listed use that is deemed most similar to the proposed use; or
2. Establish the minimum off-street parking space requirement by reference to standards in parking resources published by the National Parking Association, American Planning Association, Institute of Traffic Engineers (ITE) or other acceptable sources of parking data; or
3. Establish the minimum off-street parking space requirement based on local or national best practices; or
4. Establish the minimum off-street parking space requirement based on a demand study prepared by the applicant. Such a study shall be prepared according to 4.6.5.E.

G. Accessible Parking⁴⁹

The number and design of accessible parking spaces shall be pursuant to the International Building Code (IBC) as adopted in the City of Northglenn Municipal Code and the American Disabilities Act (ADA), as amended.

4.6.6. Minimum Bicycle Parking⁵⁰

A. Required Bicycle Parking⁵¹

Unless exempted by 4.6.6.B, all multifamily and nonresidential development shall provide off-street bicycle parking spaces at a ratio of one bicycle parking space per 20 vehicle parking spaces, with no development providing less than two bicycle parking spaces.

B. Bicycle Parking Reduction

Subject to the approval of the Director, the number of bicycle parking spaces may be reduced due to specific land use challenges, building site characteristics, and/or the location of development.

C. Bicycle Parking Location and Design

1. Location

Required off-street bicycle parking spaces shall be provided with bike racks, bike lockers, or similar parking facilities that comply with the following standards:

- a. Located in a visible, well-lit ground-level area;
- b. Conveniently accessible to the primary entrances of a development's principal building(s);
- c. Does not interfere with pedestrian traffic; and
- d. Is protected from conflicts with vehicular traffic.

2. Multiple Building Developments

For developments with multiple buildings, bicycle parking shall be distributed evenly among principal buildings.

3. Design

Bicycle parking spaces shall be installed using standard bicycle racks that are effective for storage and are permanently anchored to a hard surface.

4.6.7. Parking Alternatives⁵²

The Director may approve parking alternatives that result in a cumulative reduction not to exceed 25 percent of the minimum off-street parking spaces required by Table 4.6-A: *Minimum Off-Street Parking*, in accordance with the following standards.

⁴⁹ New.

⁵⁰ New. These standards are relatively general but also effective in establishing new bicycle parking standards.

⁵¹ This minimum bicycle parking ratio is a recommendation subject to change with the consolidated draft.

⁵² New. These standards provide property owners and developers with a menu of options to reduce the minimum required number of on-site parking spaces. Applicants may use one or more of these alternatives to reduce the required parking by a percentage.

A. Shared and/or Off-Site Parking⁵³

The Director may approve shared parking and/or off-site parking subject to a demand study pursuant to Section 4.5.4.E and pursuant to the following standards:

1. Location of Shared and/or Off-Site Parking⁵⁴

- a. For nonresidential uses, every shared and/or off-site parking space shall be located within 500 feet (measured along a legal pedestrian route) of the entrance to each building for which the shared and/or off-site parking is provided.
- b. For multifamily uses, every shared and/or off-site parking space shall be located within 300 feet (measured along a legal pedestrian route) of the entrance to each building for which the shared and/or off-site parking is provided.
- c. Shared and/or off-site parking is not permitted for single-family detached, single-family attached, and duplex dwelling uses.

2. Ineligible Activities

Accessible parking (ADA parking) shall not be permitted off-site.

3. Shared Parking Agreement Required

- a. The owners of record involved in the joint use of shared parking facilities shall submit written documentation of the continued availability of the shared parking agreement to the Director for review.
- b. The Director may approve the shared parking agreement if the Director determines that the documentation demonstrates the continued availability of the shared parking facility for a reasonable period of time. No zoning or use approval shall be issued until the Director has approved the shared parking documentation.
- c. If the shared parking agreement is later terminated or modified and the Director determines that the termination or modification has resulted in traffic congestion, overflow parking in residential neighborhoods, or threats to pedestrian, bicycle, or motor vehicle safety, the property owners involved in the shared parking agreement may be held in violation of this UDO.

B. On-Street Parking

On-street parking may be counted toward the minimum number of required off-street parking spaces on a one-to-one basis, subject to the following standards:

1. On-street parking may not be used to meet the minimum off-street parking requirements for single-family detached, single-family attached, and duplex dwelling uses;
2. On-street parking that is subject to residential parking permit restrictions or other time restrictions shall not be used to meet any off-street minimum parking requirements for any use;
3. Only those street parking spaces abutting any lot line of the subject property, and with over one-half the length of a parking space located between the imaginary extension of the side property lines into the street right-of-way, may be counted.
4. Areas within the vision clearance area as prescribed in 2.19.4, or within five feet of a fire hydrant shall not be counted toward required parking. Allowable configurations for on-street parking are provided in the Public Works Standards and Specifications.⁵⁵
5. Each on-street parking space may only be counted once toward the parking requirements of the abutting lot, regardless of the number of individual buildings or tenants on the lot.

⁵³ Replaces current 11-33-3. We propose allowing a reduction in parking counts for shared uses based on the table provided. Current standards require joint parking facilities to provide the minimum parking requirements for each use with no reduction.

⁵⁴ Replaces current 11-33-2. The current distance threshold for off-site parking in commercial, industrial, and open zone districts is 200 feet from the property line, exclusive of street and alley widths.

⁵⁵ Public Works reviewing to determine if additional standards are necessary either in the UDO or in the Public Works Standards and Specifications.

6. No development or use approved with an on-street parking credit shall be considered nonconforming if the on-street parking is later removed by City action and the remaining off-street parking does not meet the minimum off-street parking requirements of this section.
7. On-street parking spaces shall be available for general public use at all times. No signage or actions limiting general public use of on-street spaces shall be permitted.

C. Proximity to Transit⁵⁶

Except for single-family detached, single-family attached, and duplex dwelling uses, the minimum number of required off-street parking spaces required in Table 4.6-A: *Minimum Off-Street Parking* for uses on any portion of a site that is within one-half mile of a fixed transit station, shall be reduced by 25 percent.

D. Affordable and Senior Housing⁵⁷

The minimum number of required off-street parking spaces required in Table 4.6-A: *Minimum Off-Street Parking* shall be reduced by 25 percent for multifamily residential structures that satisfy the following:

1. Have a minimum of 10 dwelling units; and
2. At least 25 percent of the dwelling units are restricted for purchase or occupancy at below-market rate levels approved by the Director;⁵⁸ or
3. At least 75 percent of the dwelling units are restricted for purchase or occupancy by persons 65 years of age or older.

E. Modification of Parking Requirements by Director⁵⁹

1. If an applicant submits a parking demand study pursuant to 4.6.5.E demonstrating that anticipated off-street parking demand for the proposed development, use, or combination of uses will be less than that calculated from Table 4.6-A: *Minimum Off-Street Parking*, and the Director determines that the information and assumptions used in the study are reasonable and that the study accurately reflects anticipated off-street parking demand for the proposed development, use, or combination of uses, the Director may authorize a reduction in required off-street parking spaces based on that study.
2. The Director may also authorize an increase in the maximum amount of off-street parking allowed based on a parking demand study pursuant to 4.6.5.E, provided that:
 - a. The proposed development has unique or unusual characteristics that typically does not apply to comparable uses, such as high sales volume per floor area or low parking turnover, that create a parking demand that exceeds the maximum ratio; and
 - b. Any parking provided above the maximum allowed is constructed with approved pervious surfaces.⁶⁰

4.6.8. Parking and Loading Area Use and Design

A. Use of Parking and Loading Areas⁶¹

Except for single-family detached, single-family attached, and duplex dwelling uses, no required off-street parking or loading space shall be used for any purpose other than the parking of vehicles. Off-street parking spaces provided in excess of the minimum number required may be used for any legal purpose within the respective zoning district. If a mandatory required off-street parking space is converted to another use or can no longer be used for off-street parking, it shall be deemed a violation of this UDO.

⁵⁶ New.

⁵⁷ New.

⁵⁸ The Director will need to determine an appropriate process for obtaining adequate information to administer this provision.

⁵⁹ New. This provides a more defined way to provide flexibility, instead of the current open-ended allowance for the Planning Commission to "otherwise approve."

⁶⁰ New standard to mitigate stormwater runoff impacts and other environmental concerns with excess parking.

⁶¹ Replaces current 11-33-4(b) and 11-33-4(c). We did not carry forward standards related to the parking of school and church buses from 11-7-4(b) and (c).

B. Location of Parking and Loading Areas**1. Parking Areas****a. Single-Family Residential**

Parking may be located in the front or side yard, provided such parking complies with surfacing requirements in 4.6.8.E and driveway and access requirements in 4.5.3.

b. Multifamily, Mixed-Use, and Nonresidential⁶²

Off-street parking areas shall be located to the side and rear of the front building line to the maximum extent practicable.

c. Proximity to Structure and/or Use⁶³

For multifamily dwellings and nonresidential uses, off-street parking spaces shall be located within 200 feet of the development parcel, as measured by pedestrian access from the building entrance or use. Off-site parking may be approved by the Director subject to the requirements in 4.6.7.A.

2. Design of Parking Areas Within or Adjacent to Residential Districts⁶⁴

Whenever off-street parking lots for more than six vehicles are located within or adjacent to a residential district, the following standards shall apply:

a. All sides of the lot abutting the residential district shall be enclosed with an opaque, ornamental fence, wall, dense evergreen hedge, or landscaped berm having a height of not less than six⁶⁵ feet measured from the parking lot surface. Such fence, wall, hedge, or berm shall be maintained in good condition.

b. Lighting facilities shall not exceed 25 feet in height, pursuant to Section 4.9.4.B.

3. Location of Loading Areas⁶⁶

a. Except in the IN zoning district, required off-street loading spaces shall not be permitted in any front yard or in any required street side yard.

b. Off-street loading spaces may occupy all or any part of a required rear yard where visibility from public streets and windows of neighboring buildings will be minimized.

c. Loading areas shall not interfere with parking lot maneuvering areas.

d. City streets or rights-of-way shall not be utilized for loading and unloading purposes.

C. Number and Size of Loading Berths Required

1. The number and size of loading berths shall be provided pursuant to Table 4.5-C below:

⁶² New – based on current standard for industrial development.

⁶³ Replaces current 11-33-2.

⁶⁴ From current 11-33-5. Did not carry forward sign standards.

⁶⁵ **DISCUSSION:** We carried forward the six foot requirement. Six feet opaque fences could be invitation for crime. Instead, a shorter fence/hedge would shield light while still allowing a view into and out of the parking area.

⁶⁶ Replaces current 11-33-8(b). Current standards only require off-street loading to be located on the same lot as the structure it serves. These new standards are more aggressive and require loading areas to be located in areas of the site that are not readily visible from public view.

Table 4.6-B: Required Off-Street Loading Berths⁶⁷

Gross Floor Area	Minimum Number of Loading Berths	Minimum Size of Each Loading Berth		
		Length	Width	Height
Less than 10,000 square feet	None	--	--	--
10,000 to 24,999 square feet	1	20 feet	10 feet	15 feet
25,000 to 100,000 square feet	2	35 feet	12 feet	15 feet
More than 100,000 square feet ⁶⁸	2, plus 1 additional loading berth for every 100,000 square feet beyond the first 100,000 square feet	50 feet	14 feet	15 feet

2. The Director may approve a variation from the required loading space requirements if warranted by the building use.

D. Parking Stall and Aisle Design

Parking areas shall be designed according to Table 4.6-C: *Parking Space and Drive Aisle Layout*, and **Figure ---**.

Table 4.6-C: Parking Space and Drive Aisle Layout⁶⁹
All dimensions in feet

A Parking Angle (in degrees)	B Stall Width	C Length of Stall to Curb	D Aisle Width	E Curb Length per Stall	F Width of Double Row with Aisle
0°	8.5	8.5	12.0	23.0	29.0
30°	8.5	16.9	11.0	17.0	44.8
45°	8.5	19.4	13.0	12.0	52.3
60°	8.5	20.7	18.0	9.8	59.9
90°	8.5	19.0	23.0	8.5	61.0

Insert Figure --: graphic of required parking dimensions (Columns to be keyed to graphic)

E. Compact Parking⁷⁰

Up to 25 percent of a parking area may be dedicated to head-in 90-degree compact parking spaces with a reduced width of eight feet and a stall length of 15 feet deep. A higher percentage of compact parking, and/or further reduced stall dimensions may be allowed at the discretion of the Director.

F. Parking and Loading Area Surfacing⁷¹

All parking and loading areas shall be paved with an impervious surface such as concrete or asphalt unless using a green infrastructure option such as porous pavers or another surface material approved by the City Manager.

⁶⁷ Replaces current 11-33-8(c). We have updated the size thresholds to be consistent with the retail sales thresholds in Table 3.2-A: *Table of Allowed Uses* that was delivered in Part 1. Many deliveries today occur multiple times during the business day, and by smaller vehicles. We have exempted buildings smaller than 15,000 square feet and lowered the overall number of loading spaces required.

⁶⁸ Current loading berth dimensions are the same regardless of gross floor area. We recommend increasing the loading berths size for larger establishments to accommodate a semi-truck (i.e. increase length from 35 ft to 50 ft and width from 12 ft to 14 ft).

⁶⁹ Replaces table in current 11-33-1(b). Did not carry forward far right column "overlap c-c." We also did not carry forward the two slightly different sets of numbers and rather carried forward the smaller of the two figures. Additionally, most communities simplify dimensional requirements for parking by including only the most common parking configurations (0, 30, 45, 60, and 90 degrees); therefore, we did not carry forward the 20-, 40-, 50-, and 70-degree options.

⁷⁰ New.

⁷¹ Replaces and expands on current 11-33-4(a) regarding surfacing; current standard requires a "hard surface."

Permanent surfacing shall be installed prior to receiving a certificate of occupancy unless otherwise approved by the Director.

G. Access to Garages and Carports⁷²

Driveways to garages and carports shall comply with parking and loading area surfacing requirements above. Asphalt shall not be used as a hard surface material for single-family residential driveways or parking surfaces.

H. Electric Vehicle Charging Stalls⁷³

[reserved]

I. Parking Area Landscaping

See Section 4.7.6

J. Parking Area Lighting

See Section 4.9.4.B.

K. Pedestrian and Bicycle Circulation

See Section 4.5.7.

4.6.9. Drive-Through Facilities⁷⁴

A. Number of Stacking Spaces Required

All drive-through facilities shall provide at least the number of on-site stacking spaces indicated in Table 4.6-D: *Required Vehicle Stacking Spaces*, in addition to any required vehicle and bicycle parking spaces required by subsections 4.6.5 and 4.6.6.

Table 4.6-D: Required Vehicle Stacking Spaces

Use	Minimum Number of Stacking Spaces
Automotive Fuel Sales	1 per fuel pump
Auto Wash	3 per washing bay
Financial Institution or Automated Teller Machine (ATM)	4 per teller window/ATM
Other Uses with Drive-Through Facilities	3 per service lane
Personal Services	3 per service lane
Restaurant	4 per service lane
Retail Sales	3 per service lane

Note: Each stacking space shall be 20 feet long unless otherwise approved by the Director

B. Location and Design of Drive-Through Facilities

- Each stacking space shall be 20 feet long unless otherwise approved by the Director. Required stacking distances shall be measured from the end of the queuing lane or property line to the point of service.

⁷² From 11-7-2(h), revised to require compliance with general hard surfacing requirements. Did not carry forward "The required driveway shall be completed before the final building inspection is performed. In no event shall any vehicles, materials, tools or equipment be stored inside a garage or under a carport until the required driveway is completed." It is common to store things in a garage while construction is underway.

⁷³ **DISCUSSION:** The City is considering whether or not to require or encourage the installation of electric vehicle charging stations/stalls. Requirements could be based on a percentage of the overall required parking area (e.g., 1-2 percent), and incentives could include a reduced total parking requirement by a percentage (e.g., 10-20 percent reduction for providing 2 percent EV parking). Further discussion is required on the details of these provisions, including a cost analysis for such facilities and whether or not the city could differentiate between EV stalls and EV ready stalls, where the conduit is laid but the charging ports are not yet installed until the demand is there.

⁷⁴ New. These standards will be coordinated with the Public Works Standards and Specifications in terms of location and design of stacking spaces.

2. Vehicle stacking spaces shall be integrated into the site layout and shall not interfere with site access points, access to parking or loading spaces or areas, or internal circulation aisles.
3. Drive-through service windows shall be oriented away from pedestrian areas, residentially-zoned areas, and public streets to the maximum extent practicable.
4. In the MC, MR, and CG zoning districts, drive-through lanes shall not be located between the front façade of the primary building and the front lot line or within five feet of a side lot line.
5. Audible electronic devices such as loudspeakers, vehicle service order devices, and similar instruments shall not be audible beyond the property line of the site.

4.7 Landscaping, Screening, and Fencing

Commentary:

This section expands on the current standards in 11-6-13 and 11-6-14. As recommended in the Development Regulations Analysis and Annotated Outline, we included new standards for addressing water conservation. We also revised the landscaping standards as they apply to single-family and duplex uses to improve enforceability. We strengthened the required amount of landscaping, by zoning district, but also include flexibility for the Director to approve alternatives where appropriate.

4.7.1. Purpose⁷⁵

The City recognizes landscaping, buffering, and screening as important elements to:

- A. Blend the built and natural environment and preserve the natural landscape;
- B. Mitigate or minimize potential nuisances such as noise, light, glare, dirt, litter, signs, parking, or storage areas and to provide a transition between uses;
- C. Conserve water resources by using sustainable design and maintenance techniques and low-water plant species;
- D. Protect existing native vegetation and mature trees;
- E. Promote environmental benefits such as improved stormwater retention, water quality, and air quality, retaining soil moisture, recharging groundwater, and preventing erosion; and
- F. Improve the appearance of development and establish an attractive streetscape; and
- G. Provide screening to minimize the visual impacts of some types of facilities, structures, and equipment.

4.7.2. Applicability⁷⁶

A. New Development

Unless otherwise exempted in paragraph 4.7.2.C below, or elsewhere in this UDO, the standards in Section 4.7 shall apply to all new development and land uses.

B. Expansions and Enlargements

Unless otherwise exempted in paragraph 4.7.2.C below, or elsewhere in this UDO, the standards in Section 4.7 shall apply to the following expansions and enlargements:

1. The gross floor area of an existing structure or use is expanded or enlarged by 25 percent; or
2. The expansion or enlargement is for a use or structure that requires a special use permit; or
3. Major parking area improvements are made including reconfiguring, reconstructing, or other similar projects as determined by the Director, but not including resurfacing or restriping.

C. Exemptions⁷⁷

The standards in Section 4.7 shall not apply to the following:

1. Properties in the AG or OS zoning districts, except that any yard or frontage in the AG or OS district abutting residential zoning districts shall comply with any applicable compatibility standards in this Section and with the standards in Section 4.7.9, *Screening, Fences, and Walls*;
2. Expansion of a single-family, duplex, or manufactured home dwelling meeting the dimensional standards for the underlying zoning district, except that such uses shall comply with the standards in Section 4.7.9, *Screening, Fences, and Walls*; or
3. Conversion of a residential structure to a nonresidential use if no site improvements are required.

⁷⁵ New.

⁷⁶ New.

⁷⁷ Replaces opening statement in current 11-6-13. The current code exempts agricultural, single-family residential, and open zones from landscape standards.

4.7.3. Landscape Plan Required

- A. A landscape plan with designed landscaped areas shall be submitted with all development applications where landscaping, buffering, or screening is required pursuant to 4.7.2, unless the Director determines that compliance with the provisions of Section 4.7 can be demonstrated without the use of a landscape plan.
- B. A landscape plan may be combined with other required application materials if compliance with Section 4.7 can be demonstrated in the combined materials.
- C. The landscape plan shall include the following:⁷⁸
 - 1. Location of existing trees proposed to be removed or retained;
 - 2. Location and design of landscaped areas;
 - 3. Size and species of trees and plant materials proposed on the site;
 - 4. Irrigation systems;
 - 5. Location and design of screening, fences, and walls; and
 - 6. Other pertinent landscape features.

4.7.4. General Landscape Standards⁷⁹

- A. **Site Area Landscaping⁸⁰**
Except for areas with native vegetation cover, any part of a site not used for buildings, parking, driveways, walkways, utilities, approved storage areas, or other site improvements shall be landscaped.
- B. **Type and Amount of Plant Material⁸¹**
 - 1. Trees and other plant material shall be provided according to Table 4.7-A.
 - 2. Trees and other plant materials shall comply with the City's approved plant list.⁸²
 - 3. Existing landscaping may be used to satisfy the landscaping requirements, except that preservation of existing trees shall comply with Section 4.7.7.
 - 4. Artificial trees, shrubs, turf, or plants shall not be used to satisfy any of the requirements of this section.⁸³
 - 5. Where fractional number results, the number of trees shall be rounded to the next highest whole number.

⁷⁸ From current 11-6-13(c)(2). Did not carry forward 11-6-13(c)(1) related to site plan submittal criteria. The plan requirements will be included in a separate administrative manual.

⁷⁹ These standards are new unless otherwise noted.

⁸⁰ Replaces current 11-6-14(d)(1) and the first sentence of 11-6-13-(f).

⁸¹ The current code requires that 12 percent or the front 25 feet of nonresidential lots be landscaped, and everything in the front yard that is not paved for residential lots. Those are very low standards that we revised in the Table 4.6-A.

⁸² We did not carry forward the few example trees and shrubs that were listed. We also did not carry forward the reference to the Colorado Nursery Act of 1965 from 11-6-13(c)(4). The city plans to use the CSU Extension Office plant list.

⁸³ From 11-6-13(c)(4).

Table 4.7-A: Minimum Required Landscaping

	Minimum Landscaped Area	Minimum Amount of Trees, Shrubs, and Grasses	Minimum Size of Trees, Shrubs, and Grasses at Planting
Residential districts	25 percent ⁸⁴	One tree and 10 shrubs or ornamental grasses for every lot for single-family and duplex; one tree and five shrubs or ornamental grasses per 800 square feet of landscaped area for all other uses	Deciduous: 1 1/2 inch caliper measured six inches above the base of the tree Coniferous: six feet in height
Mixed-use and commercial districts	20 percent	One tree and 10 shrubs or ornamental grasses per 500 square feet of landscaped area; one ornamental street tree per 40 linear feet of street frontage	Shrubs: five-gallon size
Other nonresidential districts, except for AG and OS districts	15 percent	One tree per 500 square feet of landscaped area; one ornamental street tree per 50 linear feet of street frontage	Ornamental grasses: 18 inch spread at mature growth

C. Water Conservation⁸⁵

The total amount of high-water use landscaping, pursuant to the City’s specifications, shall not exceed 50 percent of the total landscaped area. The total amount of high-water use turf grass shall not exceed more than 30 percent of the total landscaped area.

D. Vision Clearance Area

All landscaping, buffering, and screening shall comply with the vision clearance areas pursuant to **Section 2.19.4**.

4.7.5. Low-Impact Development Practices⁸⁶

To the maximum extent practicable, the LID options in Section 4.4.5 shall be considered as an alternative to the standards in Section 4.7.

4.7.6. Parking Area Landscaping

A. Exemptions⁸⁷

Expansions, enlargements, and redevelopment that result in less than a 20 percent increase in the number of required parking stalls shall not be required to comply with Section 4.7.6.

B. Perimeter Landscaped Buffer

1. A minimum five-foot wide landscaped perimeter buffer shall be provided between any parking area and a property line or public right-of-way.
2. Perimeter buffers shall be landscaped pursuant to Table 4.7-A.
3. Parking areas adjacent to residential zoning districts shall comply with Section 4.6.8.B.2.

C. Interior Landscaped Islands

Any parking area containing 12 or more parking spaces shall provide interior landscaping as follows:

⁸⁴ **DISCUSSION:** Should a higher percentage be required for single-family and duplex (e.g., 40 percent)? The maximum building coverage in the residential zoning districts ranges from 30 percent for the RS-1 and up to 60 percent for the RS-3, RM-1, and RM-2.

⁸⁵ New standards to require low-water use plant material.

⁸⁶ LID standards were introduced in the stormwater and drainage control standards in Section 4.3.

⁸⁷ **DISCUSSION:** Some redevelopment and changes of use may result in a higher number of required parking spaces. In those cases, should all of the parking area be brought into compliance with parking area landscaping standards? Should the standards apply to only the new required parking areas? For redevelopment projects, the buffer and island requirements can be nearly impossible without removing existing parking stalls.

1. Landscaped islands shall be provided at the end of any parking row containing 12 or more parking spaces. Each island shall be a minimum size of 125 square feet, a minimum of eight feet in width, and shall contain a minimum of one tree and either five five-gallon size shrubs or five ornamental grasses.
2. Landscaped islands shall be dispersed throughout the parking area to break up the visual appearance of the parking area.
3. Any landscaping provided in landscaped islands shall count toward the minimum planting requirements in Section 4.7.3.

4.7.7. Tree Preservation⁸⁸

- A. Existing trees may be credited toward required trees at a ratio of one-to-one, unless the Director approves a higher ratio to encourage tree preservation on a particular site.
- B. Trees eligible for credit must be approved by the Director and shall be on the City's approved plant list and a minimum of 4-inch caliper.
- C. Trees to be preserved shall be protected throughout the applicable development, and no grading shall take place within the tree canopy drip line.
- D. Trees to be preserved shall be indicated as such on the landscape plan.

4.7.8. Alternative Landscaping⁸⁹

A. Alternatives Authorized

A reduction in the count, configuration, or location of required landscaping materials may be allowed when alternatives are justified by site or development conditions. Conditions justifying approval of an alternative landscape plan include:

1. Natural conditions, such as watercourses, natural rock formations, or topography;
2. The likelihood that required landscaping material at maturity would not achieve the intent of this UDO due to topography, placement, or other existing site conditions;
3. Unique lot size or configuration;
4. The presence of existing utility or other easements;
5. The potential for interference with public safety;
6. Preservation of natural vegetation; or
7. Other situations where strict adherence to the buffer or landscaping standards in this Code are determined impractical by the Director.

B. Alternative Landscape Plan Approval Criteria

1. The Director may approve alternative landscape plans that do not meet the specific requirements stated in Section 4.7, when the Director determines that the alternatives meet the following criteria:
 - a. Are consistent with the purposes of Section 4.7;
 - b. Do not include invasive vegetation included in an adopted city, county, or state list of prohibited or invasive species;
 - c. Provide equal or superior buffering of adjacent properties from anticipated impacts of the proposed development; and
 - d. Provide equal or superior visual appearance of the property when viewed from a public right of way.
2. When an application requires review and/or approval by the Planning Commission and/or City Council, then the applicable decision-making body shall make the determination on alternative landscape plans based on a recommendation from the Director and pursuant to the criteria in paragraph B above.

⁸⁸ New.

⁸⁹ New.

4.7.9. Screening, Fences, and Walls⁹⁰

A. Screening Standards⁹¹

1. Screening of Mechanical Equipment

- a. Building support equipment, including air conditioning and heating devices, but not including plumbing or exhaust vents, chimneys, or gas and water meters, shall be screened from view from abutting streets or properties.
- b. Roof-mounted equipment shall be screened by architectural features such as a parapet wall or similar feature that is integral to the building's design.⁹² Such equipment and screening shall be of a sufficient height to screen from public streets or adjacent properties to the maximum extent practicable, and shall be subject to the measurements and exceptions in [Table 2.19-B](#).⁹³
- c. Ground-mounted equipment shall be located where it is not visible from public streets or adjacent properties to the maximum extent practicable.⁹⁴ In cases where ground-mounted equipment is visible from public open space, trails, streets, or from adjacent properties, such equipment shall be screened by a solid fence, wall, or vegetative screen pursuant to the following:
 - (1) Screening shall be a minimum height equal or greater than the height of the mechanical equipment being screened; and
 - (2) Screening shall be compatible with the architecture and landscaping of the development.
- d. Equipment required by utility providers shall comply with the standards of this subsection to the maximum extent practicable.
- e. Screening of solar energy equipment is not required if determined by the Director that such screening would reduce the effectiveness of the solar energy equipment.
- f. Single-family detached dwellings and agricultural structures are exempt from the requirement to screen mechanical equipment.

2. Screening of Loading and Refuse Areas

Outdoor loading, service, and refuse areas shall be integrated into the building design to the maximum extent practicable, or shall be located where they are not visible from public streets or adjacent properties. Loading, service, and refuse areas shall be screened from view by a solid wall or fence pursuant to the following:

- a. Screening shall be a minimum height of six feet, but shall be of a sufficient height to fully screen the loading, service, or refuse area;
- b. Screening shall be fully enclosed on four sides with a gate provided for access; and
- c. Screening shall incorporate the primary materials and colors of the principal building for which the loading or refuse area serves.

3. Screening of Outdoor Storage Areas

Outdoor storage areas that are adjacent to a residential zoning district or residential use, including a mixed-use building with residential, shall be screened from view by a solid wall or fence, or vegetative screening pursuant to the following:

- a. Screening shall be a minimum height of six feet but in no case shall exceed eight feet in height;
- b. Outdoor storage shall not exceed the height of the screening;

⁹⁰ Mostly new standards, but some carried forward and/or revised from current 11-34 as noted. Did not carry forward applicability of regulations in 11-34-2.

⁹¹ Did not carry forward continuous 30-inch tall screening wall requirement for parking areas from the current commercial design standards in 11-19-5. Instead, we proposed a buffer requirement for parking areas, which could also include screening elements.

⁹² Added examples of appropriate features.

⁹³ Cross-reference to Table 2.19-B (exceptions to height requirements) will be provided in the consolidated draft.

⁹⁴ New.

- c. Screening shall incorporate the primary materials and colors of the principal building associated with the outdoor storage; and
- d. A buffer with a minimum width of five feet shall be provided from the outdoor storage use to the property line adjacent to the residential zoning district or use. Such buffer shall be landscaped pursuant to Table 4.7-A.

B. Fence Standards⁹⁵

1. Location and Design⁹⁶

Fences other than those used for screening in paragraphs A.1 through A.3 above shall comply with the following:

- a. Fences located in a front yard shall be no more than four feet in height, and shall be a minimum of 60 percent transparent.
- b. Except for properties in the IN and PF districts, fences located in a side or rear yard shall not be more than eight feet in height.
- c. The height limitations of this subsection do not apply to any fence enclosing a tennis court, swimming pool, playing field, park, recreation facility, electric substation, gas regulator station, sand and gravel excavation, or noise barrier fences approved by the Director.
- d. Fences shall comply with the vision clearance area requirements in [Section 2.19.4](#).

2. Fence Materials

- a. Fencing material shall be compatible with the overall design of the principal building and site landscaping. Acceptable materials include, but are not exclusive of:
 - (1) Natural stone;
 - (2) Brick;
 - (3) Stucco;
 - (4) Wood;
 - (5) Decorative concrete block;
 - (6) Metal, such as wrought iron; and/or
 - (7) Other materials deemed appropriate by the Director⁹⁷.
- b. The following fencing materials are prohibited:⁹⁸
 - (1) Chicken wire;
 - (2) Plywood;
 - (3) Corrugated metal;
 - (4) Plastic and vinyl;
 - (5) Barbed wire, unless approved by the Director; and
 - (6) Electrically-charged fence, except for in the AG district.

⁹⁵ Did not carry forward strict requirement that a fence or screen be provided between residential and nonresidential uses of at least six feet in height.

⁹⁶ Further discussion required on whether or not front yard fencing would be permitted (at any height) in commercial districts/uses?

⁹⁷ Currently the Planning Commission has to approve alternative fence materials.

⁹⁸ **DISCUSSION:** Further direction needed on appropriate fencing materials. Should chain link fencing be permitted? The current code allows chain link (11-34-4), but many communities prohibit it due to visual appearance. Some communities allow it in side and rear yards, but not on any portion of a fence facing a public right-of-way. The same question applies to chicken wire, which may be appropriate within a back yard, but not as a property perimeter fence. Additionally, in this draft we prohibited plastic or vinyl fencing for aesthetic and durability reasons. Those fences are currently allowed if the plastic is manufactured for the purpose of fencing.

3. Noise Barrier Fencing Along State Highways⁹⁹

Where a proposed residential development is adjacent to a State Highway, the Director shall have the authority to evaluate and approve noise barriers installed as part of a Colorado Department of Transportation requirement.

4. Fencing and Screening Along Arterial Streets

- a. For any existing development or dwelling, any new or replacement fence or screen along a rear or side property line abutting an arterial street shall be no less than six feet high and shall be a privacy fence, a landscaping screen, or a combination of both.
- b. When a new fence is constructed along an arterial property line adjacent to and along an existing fence, the existing fence including posts shall be removed.
- c. Direct vehicular access to arterial streets from abutting properties zoned single-family residential is prohibited. Openings in screens or gates in fences for such access are prohibited except where an arterial is the only access to the property.

5. Revocable License for Fencing and Screening on Public Right-of-Way¹⁰⁰

Property owners installing or causing to be installed a fence or screen within public right-of-way shall require a revocable license from the City. An application for a revocable license shall be submitted on forms furnished by the City and shall be evaluated and either approved or denied. An approved revocable license shall be filed in the Office of the Adams County Clerk and Recorder. Such license shall place full responsibility upon the property owner for any loss of life, injury, or injuries, or damage to any property that may be sustained by any person or persons in connection with the erection and maintenance of the fence or screen and shall save harmless the City from any liability arising out of the erection and maintenance of the fence or screen. All rights and privileges acquired under the provision of fences, screens, and hedges on public right-of-way are mere revocable licenses and may be revoked at any time by the Director. Nothing in this paragraph shall be construed to obligate the City to issue a Revocable License as to any particular fence or screen.

6. Swimming Pools

Swimming pools shall be fenced in accordance with the requirements of the Northglenn Swimming Pool Code as contained in **Chapter 10, Article 8**, of the Northglenn Municipal Code.

C. Retaining Wall Standards¹⁰¹**1. Maximum Height**

Retaining walls shall not exceed six feet in height measured vertically from the lowest point at natural grade to the highest point of the wall. The Director may approve higher wall heights to accommodate unusual grading or site topography. Retaining walls over four feet in height shall be designed by a State of Colorado licensed structural engineer.

2. Location and Design

- a. Retaining walls shall be designed in accordance with applicable building codes.
- b. Retaining walls that are over 30 feet in length shall incorporate recessions and/or projections that have a minimum wall plane change of 24 inches.
- c. Retaining walls shall be designed to conform to the existing natural terrain.
- d. Retaining walls shall be compatible with the overall design of the principal building and site landscaping. Acceptable materials include, but are not exclusive of:

- (1) Natural stone;

⁹⁹ We did not carry forward most of the current noise barrier fence standards from 11-34-3(b). Typically highway noise barriers are outside of the zoning regulations. We did however include a new provision to allow the Director to review and approve such barriers when installed by CDOT. This should be reviewed further by the City Attorney for the city's ability to evaluate state highway barriers.

¹⁰⁰ From 11-34-7. We did not carry forward the standards for fences in the right-of-way, which should be prescribed by the Director upon evaluation of the revocable license agreement. We added the provision for evaluation and approval or denial.

¹⁰¹ New standards.

- (2) Brick;
- (3) Concrete keystone blocks;
- (4) Other materials deemed appropriate by the Director.

D. Approval of Screening, Fences, and Walls¹⁰²

1. Building Permit Required

A building permit is required for any fence or any screen not exclusively consisting of plant material that is more than 30 inches in height, or for any retaining wall more than four feet in height.

2. Plans

Location and design of screening, fences, and walls shall be shown on the landscape plan pursuant to Section 4.7.3 for applications requiring such landscape plan, or on a plot plan or permit application for applications not requiring a landscape plan.

4.7.10. Installation and Maintenance of Landscaping, Screening, and Fencing¹⁰³

A. Installation

1. The developer shall install all landscaping improvements prior to receiving a certificate of occupancy, unless otherwise approved by the Director with posting of sufficient security for improvements. The amount of required security shall be based on cost estimates of all landscaping improvements including labor, and shall be provided by a qualified landscape architect, irrigation specialist, and/or local landscaping nursery.
2. Irrigation systems shall be professionally designed by a landscape architect or irrigation specialist. Raw water shall be used for irrigation to the maximum extent practicable.

B. Maintenance

1. The owner of the property is responsible for the proper installation and maintenance of the landscaped area, screening, fencing, and parking lot area subject to the approved landscape plan.
2. Landscaping shall be continuously maintained including necessary watering, weeding, pruning, and pest control.
3. The City shall have the authority to order the repair of dilapidated fences, screens, or walls to a sound condition to protect the public health, safety, and welfare.¹⁰⁴

C. Replacement of Dead or Diseased Plant Material

Replacement of dead or diseased plant material shall be of equivalent species or material as specified in the approved landscape plan. Replacement shall occur at the time of removal, unless such removal occurs outside the planting season in which case the replacement shall occur during the next planting season. Replacement shall occur within one year from the time of removal.

¹⁰² From 11-34-8.

¹⁰³ New standards.

¹⁰⁴ Replaces 11-34-9.

4.8 Site and Building Design Standards

Commentary:

The Development Regulations Analysis and Annotated Outline suggested improving the current site and building design standards for Northglenn to develop new nonresidential design standards and to adjust the residential design standards.

In this draft we attempted to strike an important balance between removing barriers (overly prescriptive regulations) to providing high-quality development, and providing standards to prevent the lowest common denominator (worst offenders) of building design. This draft improves upon Northglenn's current standards and includes several new standards based on other communities and then tailored to address Northglenn issues raised by staff and stakeholders. New elements include, but are not limited to, the use of durable materials, bulk and roof plane requirements, and minimum window (transparency) requirements.

Many of these standards may benefit from an accompanying graphic to illustrate the desired results of the standard. Such graphics will be prepared for subsequent drafts once the standards have been vetted.

4.8.1. Purpose

The purpose of these standards is to promote high-quality site and building design. The standards are intended to:

- A. Protect and enhance the character and quality of development;
- B. Ensure compatibility between residential and mixed-use and nonresidential areas;
- C. Mitigate any potential negative impacts created by the scale, bulk, and mass of buildings;
- D. Encourage a pedestrian-friendly environment; and
- E. Protect and enhance property values and encourage further investment.

4.8.2. Applicability¹⁰⁵

A. New Development

Unless otherwise exempted below, or elsewhere in this UDO, the standards in Section 4.8 shall apply to all new development and land uses.

B. Expansions and Enlargements

Unless otherwise exempted below, or elsewhere in this UDO, the standards in Section 4.8 shall apply to the following expansions and enlargements:

1. The entire site and buildings and/or dwelling units shall comply with this Section 4.8 when:
 - a. The number of multifamily dwelling units on a property is increased by 25 percent or more; or
 - b. The square footage of a nonresidential or mixed-use building is expanded or enlarged by 50 percent or more; or
 - c. Improvements are made to the building façade that would impact more than 50 percent of any building façade facing a public right-of-way.
2. The portion of the building and/or site being expanded and/or improved shall comply with this Section 4.8 when:
 - a. The number of dwelling units on a property is increased by 10 percent or 10 dwelling units, whichever is less; or
 - b. The square footage of a nonresidential or mixed-use building is expanded or enlarged by more than 10 percent.

¹⁰⁵ **DISCUSSION:** These are new applicability standards. The thresholds for when the full site must comply vs. only the part of the site or building being "improved" should be evaluated further. Should there be different thresholds for certain zoning districts? Also, when should incremental improvements trigger compliance with standards - over the course of two or three years?

C. Exemptions

The standards in Section 4.8 shall not apply to the following:

1. Properties in the AG district;
2. Expansion of a single-family, duplex, or manufactured home dwelling meeting the dimensional standards for the underlying zoning district except that such uses shall comply with the standards in Section 4.7.9, *Screening, Fences, and Walls*; or
3. Conversion of a residential structure to a nonresidential use if no site improvements are required.

4.8.3. Residential Site and Building Design Standards

A. Single-Family Detached Dwellings¹⁰⁶**1. Building Variety**

For new subdivisions, the following building variety standards shall apply:

a. All New Subdivisions

No two buildings with the same front elevation shall be constructed side by side or directly across the street from one another.

b. Three Dwelling Units or Fewer

Each building shall have a distinct front elevation.

c. Three to 10 Dwelling Units

Three different buildings with distinct front elevations shall be required.

d. More than 10 Dwelling Units

Five different buildings with distinct front elevations are required, and no more than 30 percent of the units constructed shall have the same front elevation.

2. Building Mass

Exterior walls shall be broken by recessed entryways, bay windows, use of more than one exterior finish material, use of architectural details, or such other technique or combinations of techniques to prevent the appearance of featureless walls.

3. Exterior Finish Materials¹⁰⁷

A variety of exterior finish materials are required as follows:

- a. Brick, stone, stucco, or other approved masonry materials shall be used on an area of at least 30 percent of the façade elevation abutting public streets, open space, or greenway trail.
- b. The use of shipping containers or CONEX boxes shall be prohibited in residential zoning districts.¹⁰⁸
- c. Detached garages shall be finished in similar materials as the principal building.

B. Single-Family Attached and Duplex Dwellings¹⁰⁹**1. Building Mass¹¹⁰**

The building mass standards for single-family detached dwellings shall apply to single-family attached buildings. Additionally, there shall be no more than eight units in a row.

¹⁰⁶ From 11-7-10. To be more flexible for redevelopment, additions, and repair of existing stock in Northglenn, we did not carry forward standards addressing single-family detached, existing dwellings.

¹⁰⁷ Did not carry forward requirement to wrap around the front elevation materials by three feet on the sides of the building. The prohibition on shipping containers is new, based on recent discussion with staff.

¹⁰⁸ We introduced this standard in this draft, but it will likely be relocated to the use-specific standards with a cross-reference here in the consolidated draft.

¹⁰⁹ This section combines and expands on current standards for apartments, condominiums, and townhouses from current 11-7-8 and 11-7-9.

¹¹⁰ Did not carry forward the statement that "variable setbacks are encouraged" or "individual units should be offset." The market has developed attractive building products that would not otherwise comply with that standard. Although we understand the intent of that standard, we think this is a potential barrier to development and redevelopment.

2. Façade Design

- a. No more than half the units in any single-family attached building shall have the same exterior facade.
- b. Duplexes shall be designed to appear as a single-family detached dwelling to the maximum extent practicable.

3. Exterior Finish Materials

The exterior finish materials requirements for single-family detached dwellings shall also apply to single-family attached and duplex dwellings.

C. Multifamily Dwellings¹¹¹

1. Building Placement and Orientation

- a. The siting of a building shall reflect the natural topography and preserve existing trees and landscaping material pursuant to Section 4.7.
- b. A minimum of 60 percent of the primary building façade shall be parallel to the primary street frontage.

2. Multi-Building Developments¹¹²

For developments with three or more buildings, the buildings shall be arranged using one or more of the following techniques:

- a. Organize units around a central courtyard that maintains a consistent side yard setback between units along the street frontage;
- b. Locate the buildings on the corner of an adjacent street intersection or entry point to the development to frame the corner;
- c. Provide common gathering spaces between buildings; and/or
- d. Other site improvements as approved by the Director.

3. Building Entrances

- a. The primary building entrance shall face the street. For buildings on corners, there shall either be an additional entrance on the side street frontage, or the primary entrance shall be on the corner.
- b. Primary building entrances shall be defined and articulated with architectural elements such as pediments, columns, porticos, porches, overhangs, or other elements approved by the Director.
- c. For buildings with multiple tenant entries, each entrance shall be defined and articulated with architectural elements.
- d. All ground-floor pedestrian entrances shall be covered or inset.

4. Building Mass¹¹³

Buildings shall have no more than 50 continuous feet without a horizontal and vertical break of at least three feet. Such breaks may include changes in exterior finish materials, use of multiple colors, offsets in wall plane, recesses, projections, windows, roofs, alcoves, porticoes, awnings, and other architectural features to provide visual interest and relief.

5. Exterior Finish Materials

- a. All exposed surfaces of principal buildings shall use a variety of durable materials, including:
 - (1) Brick, stone, or other masonry;
 - (2) Split-face block;
 - (3) Composite siding;
 - (4) Steel or rust-resistant architectural metal;

¹¹¹ From 11-7-8, apartments and condominium standards.

¹¹² New.

¹¹³ Replaces current 11-7-8(a)(1).

- (5) Treated rot-resistant or paint-grade wood; or
- (6) Comparable materials as approved by the Director.
- b. Brick, stone, or other masonry shall be used on a minimum of 30 percent of all exterior walls.¹¹⁴
- c. The following materials are prohibited as exterior cladding or roofing materials:
 - (1) Aluminum siding or cladding;
 - (2) Galvanized steel or other bright metal except as accent materials¹¹⁵;
 - (3) Plastic or vinyl siding;
 - (4) Unfinished concrete masonry units or concrete wall;
 - (5) Shipping containers or CONEX boxes;
 - (6) Exposed aggregate; and
 - (7) Reflective glass.
- 6. **Building Façade Colors**¹¹⁶
The use of metallic or fluorescent colors is prohibited. Black is prohibited except as an accent color of a building façade.
- 7. **Comprehensive Design**¹¹⁷
Building elevations that face a public street or right-of-way, or other public area such as open space or common areas, shall be finished with similar levels of architectural details, materials, and façade treatments. Blank wall void of architectural details or other variations are prohibited.
- 8. **Roof Form**¹¹⁸
Building shall be designed to avoid any continuous roofline longer than 60 feet. Rooflines longer than 60 feet shall include at least one vertical elevation change of at least two feet in height. Sloped rooflines shall provide variation in overhangs and architectural elements to provide visual relief.¹¹⁹
- 9. **Transparency (Windows, Doors, and Openings)**
 - a. The ground-floor of each façade facing a public street or other public area shall contain a minimum of 25 percent windows or doorways.
 - b. Upper floors of each façade facing a public street or other public area shall contain a minimum of 15 percent windows.
 - c. Alternatives to these standards may be approved by the Director based on state and local building codes.¹²⁰

¹¹⁴ **DISCUSSION:** Should the 30 percent brick requirement be retained for multifamily?

¹¹⁵ Added "except as accent materials."

¹¹⁶ **DISCUSSION:** Should metallic, fluorescent, and black/very dark colors be permitted as a primary building color?

¹¹⁷ This standard is often referred to as "360-degree or four-sided architecture." We use the term comprehensive because we do not believe that all buildings will require the same level of treatment on all sides of the building.

¹¹⁸ The current code says that "flat roofs should be avoided." These new standards provide more flexibility in roof design.

¹¹⁹ Second sentence carried forward from the roofline standards for apartments and condominiums.

¹²⁰ Some communities adopt energy codes that require a certain level of efficiency that could be at odds with building transparency requirements – e.g., too much glass requires A/C units to be continuously running. This standard allows for administrative modifications to address that issue, although these transparency requirements are conservative.

10. Playgrounds¹²¹

One playground tot-lot, including commercial-grade play apparatus and seating for parents, shall be provided for every 40 dwelling units. In developments of more than 40 units, one multi-purpose hard surface court shall be provided for each 100 dwelling units. Alternative amenities may be allowed by the Director.

11. Stairways

Stairways shall not be located outside of the building envelope.

4.8.4. Mixed-Use and Nonresidential Site and Building Design¹²²

Mixed-use and nonresidential uses shall comply with the following:

A. Building Placement and Orientation

Buildings with more than 100,000 square feet shall be organized to create pedestrian-friendly spaces and streetscapes. This shall be accomplished by using the buildings to frame and enclose at least one of the following:

1. The corners of street intersections or entries into the development site;
2. A "main street" pedestrian or vehicle access corridor within the development site; and/or
3. A plaza, pocket park, square, or other outdoor gathering space for pedestrians; and/or
4. Other site improvements as approved by the Director.

B. Building Entrances

1. The primary building entrance shall face the street. For buildings on corners, there shall either be an additional entrance on the side street frontage, or the primary entrance shall be on the corner.
2. Primary building entrances shall be defined and articulated with architectural elements such as pediments, columns, porticos, porches, overhangs, or other elements approved by the Director.
3. For buildings with multiple tenant entries, each entrance shall be defined and articulated with architectural elements.
4. All ground-floor pedestrian entrances shall be covered or inset.

C. Building Mass

Buildings shall have no more than 50 continuous feet without a horizontal and vertical break of at least three feet. Such breaks may include changes in exterior finish materials, use of multiple colors, offsets in wall plane, recesses, projections, windows, roofs, alcoves, porticoes, awnings, and other architectural features to provide visual interest and relief.

D. Exterior Finish Materials

1. All exposed surfaces of principal buildings shall use a variety of durable materials, including:
 - a. Brick, stone, or other masonry;
 - b. Split-face block;
 - c. Composite siding;
 - d. Steel or rust-resistant architectural metal;
 - e. Treated rot-resistant or paint-grade wood; or
 - f. Comparable materials as approved by the Director.
2. The following materials are prohibited as exterior cladding or roofing materials:
 - a. Aluminum siding or cladding;

¹²¹ We carried forward the playground requirement but revised it from "should" to "shall." We did not carry forward the "or fraction thereof" provision that would ultimately result in more than one tot lot or hard surface court, which seems unreasonable. The market typically demands a lot of different types of amenities for new development. The last sentence on Director-approved alternatives is new.

¹²² New standards expanding on the current 11-19-5(a). Many of these standards match, or are very similar, to the standards for multifamily.

- b. Plastic or vinyl siding;
- c. Unfinished concrete masonry units or concrete wall;
- d. Shipping containers or CONEX boxes unless approved by the Director;
- e. Exposed aggregate; and
- f. Reflective glass.

E. Building Façade Colors

The use of metallic or fluorescent colors is prohibited. Black is prohibited except as an accent color of a building façade.

F. Comprehensive Design

Building elevations that face a public street or right-of-way, or other public area such as open space or common areas, shall be finished with similar levels of architectural details, materials, and façade treatments. Blank wall void of architectural details or other variations are prohibited.

G. Roof Form

Building shall be designed to avoid any continuous roofline longer than 60 feet. Rooflines longer than 60 feet shall include at least one vertical elevation change of at least two feet in height. Sloped rooflines shall provide variation in overhangs and architectural elements to provide visual relief.

H. Transparency (Windows, Doors, and Openings)

1. The ground floor of any façade facing a public street or other public area such as a plaza, park, or pedestrian walkway shall contain a minimum of 40 percent windows, display areas, or doorways. Windows shall be unobstructed and allow views into working areas or lobbies, pedestrian entrances, and display areas.
2. Upper floors of all façades shall contain a minimum of 20 percent windows.
3. Alternatives to these standards may be approved by the Director based on state and local building codes.

4.9 Exterior Lighting

Commentary:

This Section contains the standards for exterior lighting in the City. Most of the standards are new, with some minimal standards carried over and/or revised from the current building and site design standards for residential, commercial, and industrial uses. We proposed several new requirements, including a requirement that all exterior lighting be fully shielded ("full cutoff").

4.9.1. Purpose

The purpose of Section 4.9 is to ensure that public areas within the City have adequate outdoor illumination while also limiting the impacts of outdoor lighting nuisance on adjacent properties.

4.9.2. Applicability

A. General Applicability

Unless exempted below, Section 4.9 applies to new development and to new buildings or improvements to previously developed lots.

B. Exemptions

1. Single-family residential lighting shall be exempt from these standards provided lighting does not result in spillover onto adjacent properties or the public right-of-way.
2. Temporary outdoor string lighting is allowed provided such lighting does not result in spillover onto adjacent properties or the public right-of-way.

4.9.3. Exterior Lighting Plan Required

A. An exterior lighting plan shall be submitted with all development applications unless the Director determines that compliance with the provisions of Section 4.9 can be demonstrated without the use of an exterior lighting plan.

B. The exterior lighting plan shall include the necessary information as indicated in the Administrative Manual.

4.9.4. Exterior Lighting Standards

A. General Lighting Standards

1. Area lighting shall be provided for all roadways, alleys, playgrounds, and public common areas and shall remain on all night.¹²³
2. All light sources shall be full cutoff fixtures to minimize the impacts to adjacent properties and public rights-of-way.¹²⁴
3. Lighting shall be the minimum recommended practice necessary for safety and security. Lighting not required for public safety and security shall be extinguished outside of operating hours.¹²⁵
4. Light spillover onto adjacent properties shall not exceed one foot-candle at any property line, except where the property line is adjacent to walkways, driveways, and streets or in nonresidential developments comprised of multiple lots.¹²⁶
5. Flickering, pulsing, flashing, or any other lights that could distract or confuse a motorist are prohibited.

B. Parking Lot Lighting

1. Parking area lighting shall be full cutoff and downcast fixtures.

¹²³ Combines the standards for townhomes and residential design.

¹²⁴ Current commercial design standard says that lighting should be screened from view of adjacent properties. The full cutoff fixture requirement is new.

¹²⁵ New.

¹²⁶ Adapted from current area standards within the commercial and industrial design standards.

2. Parking lot lighting adjacent to residential districts or residential uses shall not exceed a maximum of 25 feet in height.¹²⁷

C. Exterior Building Lighting

1. Building lighting shall be provided at all entryways and on all sides of the building.
2. Building lighting shall be installed so that all lighting is cast downward. Building lighting that is shining upward (uplighting) architectural features may be allowed for nonresidential or mixed-use buildings, but not adjacent to a residential zoning district or single-family or duplex use.

¹²⁷ From 11-33-5(b).

4.10 Sign Regulations

Commentary:

We folded in the current Article 21, which was updated in 2017 separately from UDO project. References to the “sign code” and “zoning ordinance” will need to be replaced with “Section 4.10” or “UDO” as appropriate. We reformatted most of the sign code to fit within the UDO framework, but further modifications would be required for the consolidated draft.

4.10.1. Purpose and Intent

A. Purpose

The purpose of this UDO is to promote public health, safety and welfare by:

1. Regulating the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety and welfare;
2. Protecting the public from signs which are structurally unsafe;
3. Promoting traffic safety and the free movement of traffic and protect the public from the hazardous conditions which result from signs that may confuse and distract or obscure the vision of motorists, bicyclists, and pedestrians or impair their ability to see pedestrians, obstacles, other vehicles or traffic signs;
4. Promoting efficient communication of messages;
5. Assisting in wayfinding;
6. Maintaining, enhancing and improving the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community;
7. Improving the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics; and
8. Providing for fair and consistent enforcement of the sign regulations set forth herein under the zoning and police power authority of the City.
9. It is not the purpose or intent of this Sign Code to regulate the message displayed on any sign; nor is it the purpose or intent of this Sign Code to regulate any building design or display not defined as a sign, or any sign which cannot be viewed from outside a building. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit.

B. Intent

The intent of this Sign Code, as more specifically set forth herein, is to:

1. Allow a wide variety of sign types in non-residential use areas, and a more limited variety in residential use areas, subject to the standards set forth in this Sign Code;
2. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this Sign Code;
3. Prohibit signs whose location, size, type, illumination or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare; and
4. Provide for the enforcement of the provisions of this Sign Code.

4.10.2. General Provisions

A. General

No sign shall be erected, mounted, displayed, maintained or remodeled unless it is in full compliance with this Sign Code, with the regulations for the zone in which it is located, and with all applicable laws of the City of Northglenn and the State of Colorado. The general provisions of this Article shall apply to all signs except signs erected, mounted, displayed, maintained or remodeled on property owned, controlled or maintained by the Federal Government, the State or the City, including public streets, alleyways, sidewalks, rights-of-way, trails,

easements, parks and other spaces. Those matters are addressed through other provisions of the Northglenn Municipal Code.

B. Substitution

Subject to the land owner's consent, a noncommercial message of any type may be substituted for any duly permitted or allowed commercial message or any duly permitted or allowed noncommercial message; provided, that the sign structure or mounting device is lawful without consideration of message content. Such substitution of message may be made without any additional approval or permitting. This provision prevails over any more specific provision to the contrary within this chapter. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision does not create a right to increase the total amount of signage on a parcel, nor does it affect the requirement that a sign structure or mounting device be properly permitted.

C. Applicability of Building Codes

All signs shall meet the applicable design, construction, and related standards specified in the Building Codes as amended, updated or adopted hereafter. All electrical work shall be performed by an electrician licensed by the State of Colorado. No electrical work shall be performed without first having obtained a valid electrical permit issued by the City of Northglenn.

D. Nonconforming Signs

1. Generally

- a. Any sign granted approval by the City and issued prior to the adoption of this UDO and not conforming to the regulations established herein shall be considered a legal nonconforming sign and subject to the provisions of this section.
- b. Any existing sign which has previously been granted a variance shall be considered conforming for the purposes of this UDO.

2. Continuation of Nonconforming Signs

- (1) Subject to the termination provisions below, a nonconforming sign may be continued and shall be maintained in good structural condition. Legally nonconforming signs shall not be:
 - (a) Replaced or structurally altered;
 - (b) Altered or repaired so as to increase the degree of non-conformity of the sign;
 - (c) Re-established after abandonment for 90 consecutive days of the use to which the sign pertained; or
 - (d) Re-established after damage or destruction if the estimated cost of reconstruction exceeds 50 percent of its assessed valuation as shown in the original sign permit.
- (2) Any violation of these provisions shall immediately terminate the right to maintain said nonconforming sign.

3. Permit Exemptions

The following signs shall not require a permit. These exemptions, however, shall not be construed as relieving the owner of the sign from the responsibility of its erection and maintenance, and its compliance with the provisions of this UDO or any other law or ordinance regulating the same.

- a. Any sign and any other notice or warning required by a valid and applicable federal, state or local law, regulation or resolution.
- b. Balloons smaller than two feet in diameter and arranged in groups of less than 12 not to exceed four groups, unless granted a temporary use permit.
- c. Building directory signs are allowed, in addition to wall signs otherwise permitted by these regulations. Building directory signs may be allowed up to a total of 15 square feet for the purpose of identifying tenants of a building.

- d. Building Markers
- e. Directional signs, subject to the following:
 - (1) Signs are located on the property where the business is located;
 - (2) Signs are located on private property and not in any public rights-of-way;
 - (3) Signs shall not be located along street frontage;
 - (4) Signs shall not create a traffic hazard; and
 - (5) Signs do not exceed four square feet per sign face.
- f. Entrance or exit signs
- g. **Flags**

Flags shall not exceed any proportions established by applicable State or Federal law or Presidential declaration. Flags or pennants larger than specified are not allowed.

 - (1) Flags shall have a minimum clearance of eight feet when they project over public sidewalks and 15 feet when projecting over roads.
 - (2) Flags, pennants and insignia shall be maintained in a clean and undamaged condition at all times.
 - (3) The display of national flags, pennants and insignia shall be governed by the standard rules of international protocol.
 - (4) No more than three flags shall be displayed per parcel of record and shall be mounted on a single flag pole, or three separate flag poles installed either on the building or adjacent to the building/use to which they are appurtenant.
 - (5) No flag shall be displayed on a pole greater than 20 feet in height unless otherwise required by law.
 - (6) Holiday lights and decorations containing no commercial message, and displayed sixty (60) days prior to and 15 days after the holiday.
 - (7) Single-family residential signs and multi-family temporary signs for individual dwelling units.
 - (8) Vehicle signs measuring two square feet or less. (Refer to [Section 21-7-2](#)).
 - (9) Window signs, both permanent and temporary, not to exceed 25 percent of the total window area per façade. (Refer to [Section 21-6-7](#)).
 - (10) Works of art.

E. Prohibited Signs

The following signs shall not be erected, mounted, displayed, maintained or remodeled:

- 1. Advertising on bus benches or on bus shelters except as may be specifically approved by City Council via a license agreement;
- 2. Animated signs;
- 3. Balloons larger than two feet in diameter or balloons arranged in groups greater than 12, unless granted through a temporary use permit;
- 4. Roof signs;
- 5. Search lights;
- 6. Signs or posters on or extending into any public right-of-way, except as authorized by resolution of City Council;
- 7. Signs using any sound or noise-making or transmitting device with such sound device used separately for advertising purposes beyond the confines of a building;
- 8. Signs which block any window, doorway, or any other opening required for proper ventilation, light, or exit facilities;

9. Signs which by their light or focus cause a nuisance by unduly disturbing the uses of surrounding property or by causing a traffic hazard;
10. Signs with optical illusion of movement by means of a design which presents a pattern capable of reversible perspective, giving the illusion of motion or changing copy;
11. Strings of light bulbs in non-residential parking areas unless granted through a temporary use permit; and
12. **Vehicle Signs**
It shall be unlawful to park, place or store a vehicle or trailer on which there is a motor vehicle sign with more than two square feet for more than 96 hours, on private or public property, unless a temporary sign permit has been approved or a temporary use permit has been granted. Public transit vehicles are exempt. (Refer to [Section 21-7-2](#)).

4.10.3. Enforcement

A. Unlawful Acts

Unless specifically allowed by another article of this Sign Code, it shall be unlawful for any person, firm or corporation to erect, maintain, affix, post or remodel any sign without first obtaining a permit from the Department of Planning and Development.

B. Administrative Enforcement

The Director of Planning and Development, henceforth referred to as 'Director', is hereby authorized and directed to enforce all provisions of this Sign Code. In addition to the penalty provisions set forth in subsections (a) and (b) below, specific authority is granted to the enforcement officer to remove, or have removed, signs erected, mounted, displayed, maintained or remodeled in violation of this Sign Code after posting of a notice at least 24 hours prior to removal upon the premises where such sign(s) is located. Enforcement is also authorized administratively as follows:

1. Violations of this Sign Code may result in enforcement under Chapter 19 of the Northglenn Municipal Code.
2. Violations of this Sign Code may also be punishable as provided in Chapter 1, Section 1-1-10 of the Northglenn Municipal Code.

C. Sign Removal

Authorized City staff may remove any sign erected, mounted, displayed, maintained or remodeled in violation of this Article under the following circumstances:

1. A sign may be removed without notice when it is determined by the Director to present an immediate threat to the safety of the public;
2. A sign may be removed without notice when it is illegally placed within the public rights-of-way, attached to a utility pole or City traffic sign, upon public sidewalks or roadway, or on any public building or structure when such facilities are located on public property or within public easements;
3. When a sign is determined to be abandoned by the City, provided that the City must first provide 14 days' notice to the underlying property owner or business owner that the sign is deemed abandoned; and
4. The cost of removal shall be borne by the owner or lessee of the sign.

D. Sign Disposal

When a sign has been removed by the City, the City shall take the following actions:

1. The City shall hold a sign for at least seven days. After seven days the City may dispose of the sign without prior notice to the sign owner. Sign owners wishing to reacquire possession of removed signs prior to their disposal shall make a formal request to the Planning and Development Department to arrange pick-up.
2. For signs with fair market value exceeding \$100.00 as determined by the City, the City shall provide notice by mail to the following:
 - a. **Sign Owner**
If mailing address can be determined by the City after reasonable efforts in investigation. "Reasonable efforts" shall include investigation efforts that take no longer than one-half (½) hour of staff time.

b. Underlying Property Owner

- (1) If the address of the sign owner cannot be reasonably ascertained, the City shall mail the notice to the underlying real property owner, as identified in the records of the County Assessor's Office.
- (2) If the underlying property owner is the City or the identity of the sign owner cannot be ascertained as required by this subsection, no mailed notice shall be required prior to disposal of the sign.

E. Maintenance of Signs

Every sign shall be maintained in good structural condition as defined by the adopted version of the International Building Code (IBC). Landscaping surrounding the sign or that is considered part of the sign with the application approval shall also be maintained through regular mowing, watering, weeding, replacement, and pruning. The Director or his authorized representative shall inspect and have the authority to order the repainting, alteration, removal, or general upgrading of the condition of any sign or its surrounding landscaping which constitutes a hazard or violates the stated purposes of this UDO through dilapidation or inadequate maintenance.

4.10.4. Administration

A. Sign Permit Required

Except as this UDO expressly or otherwise provides, no sign shall be erected, mounted, displayed, remodeled, reconstructed, maintained or moved in the City without first securing a permit from the City. Changes made to the display area of any existing sign structure area are exempt from the requirement of securing a permit from the City. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit.

B. Process

1. Application

An application for a sign permit shall be obtained from and submitted to the Building Department.

2. Sign Permit Fees

All applications for sign permits shall be accompanied by payment of fees, to be based on the building permit fees in the International Building Code in place at the time of application. Valuation of signs shall be determined by use of the Colorado State Tax Commission Manual in effect at the time of application. In the case of any application for alteration or improvement of an existing sign, the fees shall apply to any increase in valuation of such sign.

3. Decision

The Director or the Director's designee shall approve or deny the sign permit within seven days of receipt of the complete application.

4. Denial

If the permit is denied, the issuing authority will contact the applicant within three days to explain the reason for denying the permit. If the applicant and the issuing authority cannot agree on a sign that can be approved, the issuing authority shall prepare a written notice of denial within 10 days of its decision, describing the applicant's appeal rights and forward it to the applicant.

5. Appeal

Any denial of the Director or their designee may be appealed by the applicant submitting formal application to the Board of Adjustment under the process outlined in Section 11-42-5 of the City of Northglenn Zoning Ordinance

4.10.5. Measurement and Computation

A. Determining Sign Area

1. Wall Signs

- a. For a wall sign which is framed, outlined, painted or otherwise prepared and intended to provide a background for a sign display, the area shall include the entire portion within such background or frame.

- b. For a wall sign without a distinguishable frame or outline, the area shall be determined by the following:
 - (1) The area of the sign shall encompass a regular geometric shape (rectangle, circle, trapezoid, triangle, etc.), or a combination of regular geometric shapes, which form, or approximate, the perimeter of all elements in the display, the frame, and any applied background that is not part of the architecture of the building.
 - (2) When multiple elements are organized to form a single sign, but are separated by open space, the sign area and dimensions shall be calculated by determining the geometric form, or combination of forms, which comprises all of the display area, including the space between different elements.
 - (3) Minor appendages to a particular regular shape, as determined by the Director, shall not be included in the total area of a sign.

2. Freestanding Signs

- a. The sign area shall include the frame, if any, but shall not include:
 - (1) A pole or other structural support unless such pole or structural support is internally illuminated or otherwise designed to constitute a display device, or a part of a display device.
 - (2) Architectural features that are part of a freestanding structure, and not an integral part of the sign, and which may consist of landscaping, building or structural forms complementing the site in general as determined by the Director, shall not be included in the total area of a sign.
- b. Multi-faced signs are measured as a total of all sign faces. However, when two identical sign faces are placed back to back so that both faces cannot be viewed from any point at the same time and are part of the same sign structure, the sign area shall be computed as the measurement of one of the two faces. When the sign has more than two display surfaces, the area of the sign shall be the total area of largest display surfaces that are visible from any single direction.

3. Disputes

If an applicant does not agree with the determination of sign area, the applicant can submit a formal application to the Board of Adjustment in accordance with [Section 11-42-5](#) of the City of Northglenn Zoning Ordinance.

B. Determining Sign Height

1. The height of a freestanding sign shall be measured from the base of the sign or supportive structure at its point of attachment to the ground, to the highest point of the sign. A freestanding sign on an elevated base of any kind, including a graded earth mound, shall be measured from the grade of the nearest pavement or top of any pavement curb.
2. Clearance for freestanding and projecting signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign including any framework or other embellishments.

C. Illumination

1. Lighting for signs shall not create a hazardous glare for pedestrians or vehicles either in a public street or on any private premises.
2. The light source, whether direct, indirect, or internal, shall be shielded from view. This requirement is not intended to preclude the use of diffused exposed neon or electronic message centers (EMC).
3. Illumination for directly or indirectly illuminated signs shall utilize focused light fixtures that do not allow light or glare to shine above the horizontal plane of the top of the sign or onto any public right-of-way or adjoining property.
4. Each internally illuminated sign (including EMCs) shall be designed so that illumination does not exceed 500 nits (candelas per square meter).
5. Each directly or indirectly lit sign shall be designed so that illumination does not exceed 100 luxes (10 footcandles) measured at a distance of 10 feet from the sign.

D. Building Façades

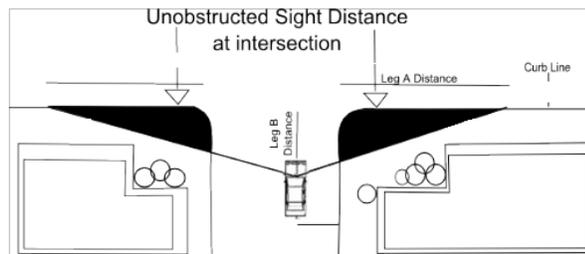
1. The building façade shall include the building walls that face a public street or a parking lot which serves the uses therein.
2. The area of any building façade shall be defined as the square footage of all wall areas parallel, or nearly parallel, to a street frontage, excluding any such wall area determined by the Director as clearly unrelated to the facade criteria.
3. Buildings with two or more façades. The square footage of the wall and allowable sign area shall be calculated separately for each such building façade.
4. Multiple-tenant Building. The sign area for a multiple tenant unit shall be determined by measuring the square footage of that tenant unit's building facade.

E. Vision Triangles¹²⁸

1. A vision triangle free of sign obstructions is required where a driveway intersects a public right-of-way or where property abuts the intersection of two public rights-of-way. Unobstructed sight distance shall be provided at all times within the vision triangle area of the property adjacent to the intersection in order to ensure that safe and adequate sight distance is provided for the public use of the right-of-way.
2. Planning and Development staff will determine the classification of all adjacent roadways used in calculating the required unobstructed sight distance at all intersections.
3. Table 1 below depicts the required linear flow line distance for each leg of a vision triangle in correspondence with the listed street classification system.

Table 1

		Leg A Distance			
Leg B Distance		Driveway	Local	Collector	Arterial
	Driveway	15' / 15'	15' / 15'	15' / 35'	15' / 50'
	Local	15' / 15'	15' / 15'	15' / 35'	15' / 50'
	Collector	35' / 15'	35' / 15'	35' / 35'	35' / 50'
	Arterial	50' / 15'	50' / 15'	50' / 35'	50' / 50'



4.10.6. Permanent Non-Residential Signs

A. Wall Signs

1. The linear dimension of the wall sign(s) shall not be greater than 80 percent of either the length of the tenant space or the length of the building façade.
2. **Multi-Story Buildings**
Individual buildings with three stories or greater with multiple tenants are subject to the following provisions:
 - a. One high wall sign per façade may be located in the area between the bottom of the top floor and the top of the parapet wall; and

¹²⁸ As noted previously in the access and circulation section, these standards are inconsistent with those drafted in Part 2 in the measurements and exceptions for the zoning districts. The consolidated draft will reconcile the vision clearance.

- b. Remaining signage must be located between the ground level and first floor.
- 3. Signage can be internally, directly or indirectly illuminated.
- 4. The area of all wall sign(s) shall be based upon the following Table 2:

Table 2

Wall Signs		
Building or Tenant Façade (Sq. Ft.)	Allowed Sign Area (Sq. Ft.)	Max. Sign Area (Sq. Ft.)
≤250	N/A	25
251-1000	10% of building or tenant façade	100
1001-2500		225
2501-5000		400
5001+		450

B. Marquee, Awning, Canopy Signs, and Changeable Copy

- 1. One marquee, canopy, awning, or changeable copy sign shall be allowed per business or tenant for each public street frontage faced by the business or tenant.
- 2. Any portion of the marquee, canopy, awning, or changeable copy sign that is used for commercial advertisement shall be counted towards the wall sign allowance.
- 3. No portion of the signage shall be allowed to extend above or below the marquee, canopy, or awning.

C. Projecting Signs

- 1. Projecting signs shall have a maximum area of 12 square feet.
- 2. Projecting sign area will count towards wall sign allowance.
- 3. The bottom of the sign shall be a minimum of eight feet above the sidewalk.
- 4. Sign(s) shall not project more than four feet from the wall of the building on which the sign is placed; and adjacent projecting signs shall not be closer than 20 feet to one another.

D. Freestanding Signs

- 1. Multiple-tenant Building. If two or more businesses share a building, joint identification signs shall be used. (Reference Section 21-6-5).
- 2. Single-tenant Building. Only one sign is allowed for each street frontage, with a maximum of two signs per single-tenant building.
- 3. If a freestanding sign exceeds eight feet in height, the width of the base shall not exceed one-third the width of the sign face.
- 4. No two freestanding signs shall be closer together than 10 feet. In the event that two signs are located on one site, they each must be separated by a minimum of 50 feet from one another.
- 5. Signs shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstruct any vision triangle as outlined in Table 1.
- 6. Signs may be internally or indirectly illuminated.
- 7. Electronic message centers (EMCs) are permissible, subject to the regulations in Section 21-6-6.
- 8. Uses with a Drive-thru.
 - a. A maximum of two additional signs are allowed per service drive aisle, not to exceed 50 square feet or eight feet in height each.
 - b. Sign(s) must be adjacent to service drive aisle.
 - c. Electronic message centers (EMCs) are permissible, subject to the regulations in Section 21-6-6.
- 9. The area of freestanding sign(s) shall be based upon the following Table 3:

Table 3

Freestanding Signs					
Building Square Footage	Max. Area per Face (Sq. Ft.)	Max. Height	Setback	Monument Sign Max. Area per Face (Sq. Ft.)	Monument Sign Max. Height
0-10,000	36	25'	10' from edge of curb	45	8'
10,001+	60	30'		75	

*Reference Section 21-6-4(h) for provisions for uses with a drive-thru.

E. Joint Identification Signs

Joint identification signs shall be used for those businesses in non-residential zones that have two or more businesses sharing a building. Individual freestanding signs shall not be permitted in these cases.

1. Business sharing a common wall or a joint driveway or parking area may submit an application for a joint identification sign.
2. For a new joint identification sign or for a modification to a permitted sign, the applicant must provide documentation signed by each property owner identifying the rules, regulations and maintenance obligations pertaining to the sign.
3. Only one sign is allowed for each street frontage, with a maximum of two signs per multiple-tenant building. If two signs are used, the maximum area based on building square footage shall be allowed for both signs.
4. A maximum of 25 percent of the joint identification sign shall be used for the shopping center anchor sign panel; a minimum of 10 square feet shall be used for all other business sign panels.
5. All signs shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstruct any vision triangle as outlined in Table 1.
6. Sign(s) may be internally or indirectly illuminated.
7. Electronic message centers (EMCs) are permissible, subject to the regulations in [Section 21-6-6](#).
8. Additional requirements for joint identification signs are included in Table 4 below:

Table 4

Joint Identification Signs					
Site Size (Sq. Ft.)	Max. Area per Face (Sq. Ft.)	Max. Height	Setback	Monument Sign Max. Area per Face (Sq. Ft.)	Monument Sign Max. Height
0 – 10,000	50	25'	10' from edge of curb	62.5	8'
10,001 – 20,000	100			125	
20,001 – 40,000	150			187.5	
40,001 – 80,000	200			250	
80,001 – 160,000	250	312.5			
160,001+	300	40'		375	

F. Electronic Message Centers (EMC)

EMCs may be incorporated into freestanding signs and are subject to the following restrictions:

1. **Message Hold Time**
Each message displayed shall remain static for a minimum of eight seconds. All such signs shall have a default mode to prevent the display from malfunctioning in a flashing or intermittent flash on.
2. **Transition Method**
Each electronic sign shall be limited to static messages only and shall not have movement, or the appearance of optical illusion of movement of any part of the sign structure design, or pictorial segment of the sign. This shall include the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity. The transition duration shall be instantaneous.
3. **Brightness/Luminance**
 - a. Each electronic sign shall be equipped with dimming technology that automatically varies the brightness of the electronic sign according to ambient light conditions.
 - b. The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to the public health, safety or welfare. Lighting from the message module shall not exceed 500 nits (candelas per square meter) between dusk and dawn as measured by the

equivalent "Percentage of Maximum Brightness-Nighttime" setting on the applicant's sign controlling software. Applications for sign permits containing an electronic display shall include the manufacturer's specifications and brightness rating. City officials shall have the right to view the technical specifications of the sign to determine compliance.

4. Sequential Messaging

- a. Consecutive messaging from a single advertiser, regardless of content, is strictly prohibited. A minimum of one message hold time period is required between single advertiser messaging.

G. Window Signs

1. The combination of all window signs, temporary and/or permanent, shall not exceed 25 percent of the total window area per façade.
2. Window signs that meet the standards set forth above shall be exempt from requiring a sign permit.

H. Off-premise Commercial Advertising Signs

Off-premise commercial advertising signs shall be allowed in those specifically defined areas of C-5 Commercial, I-1 and I-2 Industrial Zones located adjacent to Interstate Highway 25, as set forth in Appendix A/Article 12, attached to this Sign Code and are subject to the following conditions:

1. They shall not exceed 60 feet in height or 672 square feet in area;
2. They shall be placed at least 2,000 feet apart;
3. They shall be set back a minimum of 25 feet from the front property line;
4. On corner lots, they shall not be placed within a 300 foot vision triangle;
5. They may be indirectly or internally illuminated;
6. They may be placed at ground level except when the sign would be closer than 1,000 feet to an intersection, in which case, the bottom of the sign shall be elevated at least eight feet above the ground;
7. No more than two poles or other structural members shall be used to support the sign;
8. They shall have no more than two sides, and no more than one sign or message shall be placed on each side of the structure; and
9. An electronic message center (EMC) may be incorporated into an off-premise commercial advertising sign subject to the following restrictions:
 - a. **Message Hold Time**
Each message displayed shall remain static for a minimum of five seconds. All such signs shall have a default mode to prevent the display from malfunctioning in a flashing or intermittent fashion.
 - b. **Transition Method**
Each electronic sign shall be limited to static messages only and shall not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign. This shall include the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity. The transition duration shall be instantaneous.
 - c. **Brightness / Luminance**
Each electronic sign shall be equipped with dimming technology that automatically varies the brightness of the electronic sign according to the ambient light conditions.
 - d. The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to the public health, safety or welfare. Lighting from the message module shall not exceed 500 NIT (Candelas per square meter) between dusk and dawn as measured by the equivalent "Percentage of Maximum Brightness-Nighttime" setting on the applicant's sign controlling software. Applications for sign permits containing an electronic display shall include the manufacturer's specifications and NIT rating. City officials shall have the right to view the technical specifications of the sign to determine compliance.

4.10.7. Temporary Non-residential Signs

A. Temporary Non-residential Signs

1. There shall be no more than four permitted temporary signs allowed per parcel at one time.
2. Placement of such signs shall not exceed 120 days per business in a calendar year. Permits shall be issued with a minimum of 15 consecutive days and a maximum of 60 consecutive days used in a time block. The following exceptions apply:
 - a. **Signs on Projects While Under Construction**
Signs may be displayed for the duration of the construction project or completion of transaction, and shall be removed upon completion of the project.
 - b. **Election Season Signs**
Signs may be displayed 60 days prior to the election and must be removed within five days of the election.
 - c. **Weekend Signs**
Signs may be displayed from noon on Friday until noon the following Monday.
3. Temporary signs shall not be illuminated.
4. Temporary signs are subject to the following:
 - a. Sign(s) shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing and vision triangle as outlined in Table 1;
 - b. Sign(s) may not be located to interfere with pedestrian, bicycle or vehicle traffic; and
 - c. Sign(s) must be anchored to the ground or weighted sufficiently to prevent movement by wind.
5. Temporary signs are subject to the regulations as depicted in Table 5 below:

Table 5

Temporary Non-residential Signs				
Sign Type	Max. Area Per Sign Face (Sq. Ft.)	Max. Sign Height	Number permitted	Permit Required
Wall Banner	36	N/A	2	Yes
Pole Banner/Wind blade	36	15'	4	Yes
Freestanding Banner	36	8'	2	Yes
Portable/A-frame/ Sandwich Board	8	8'	2	Yes
Sign Spinner	12	6'	2	Yes
Development Signs	96	10'	*1	Yes
Election Season Signs	3	8'	3	No
	18		2	
Weekend Signs	6	8'	No Limit	No

*1 sign for each subcontractor, real estate affiliate, or development partner associated with the project

B. Vehicle Signs

1. Vehicles that are parked or stored for more than 96 hours with a vehicle mounted sign more than two square feet must acquire a temporary sign permit and shall comply with the following:
 - a. Only one vehicle per applicant is allowed to display signage;
 - b. The motor vehicle sign may not be larger in any dimension than or extend beyond any surface of the vehicle or trailer to which it is attached;
 - c. The motor vehicle sign must be attached to a vehicle or trailer that is registered and operable;
 - d. The motor vehicle sign may not be attached to a vehicle or trailer parked or stored in a public right-of-way or an area not designed, designated, or commonly used for parking; and
 - e. The motor vehicle sign may not be attached to a vehicle or trailer that is regularly parked or stored in a "front yard" or "side yard", as such terms are defined in Section 11-5-2 of the UDO, that abuts a street, when there are other areas of the property designed or available for the parking or storage of the vehicle or trailer that are not visible from the street or do not abut streets, or parked or stored within 50 feet of a street when there are other areas of the property designed, designated, or available for the

- parking or storage of the vehicle or trailer that are more distant from the street or not visible from the street.
2. The vehicle sign shall be considered in compliance if evidence can be shown of the following:
 - a. The regulations in the subsection above shall not apply to signs displayed on vehicles which are being operated or stored in the normal course of a business, such as signs indicating the name of the owner or business which are located on moving vans, delivery trucks, and rental vehicles, and provided further that they are stored or parked in areas and in such a fashion as is appropriate to their use as vehicles. Signs measuring two square feet or less shall be exempt.
 - b. The activities that are being actively undertaken during such periods of parking involve loading or unloading of goods for customers, providing services to customers, conducting business, or engaging in work breaks.
 - c. The activities require the presence of the vehicle for the purposes of transporting equipment, people, supplies and/or goods necessary for the carrying out of such activities.
 - d. The activities above are not, other than incidentally, related to advertising, identifying, displaying, directing or attracting attention to an object, person, institution, organization, business, product, service, event or location.

4.10.8. Permanent Residential Signs

A. Single-Family Permanent Signs

Single-family residential shall include single family homes and duplexes. Single-family permanent signs do not require a permit and are subject to the following provisions:

1. There shall be a maximum of one sign per street frontage;
2. Sign(s) shall not exceed two square feet per sign face;
3. Sign(s) shall be limited to wall, window or freestanding type placement;
4. Sign(s) may be indirectly illuminated; and
5. Sign(s) shall be setback a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in Table 1.

B. Multifamily Permanent Signs

1. There shall be a maximum of one sign per access point abutting the complex.
2. Sign(s) shall be freestanding.
3. Sign(s) shall not exceed 75 square feet per sign face.
4. Sign(s) shall be no more than eight feet in height.
5. Sign(s) may be indirectly illuminated.
6. Sign(s) shall be setback a minimum of 10 feet from the edge of curb unless otherwise approved by the Department of Planning and Development. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in Table 1.

4.10.9. Temporary Residential Signs

A. Single-Family Temporary Signs

1. Temporary signs do not require a permit; however are subject to the provisions outlined below:
 - a. There shall be a maximum of one wall, window, or freestanding sign;
 - b. Sign shall not exceed six square feet in area; and
 - c. Sign can be in place for up to 90 days or the duration of the event.
2. Election season signs do not require a permit; however are subject to the provisions outlined below:
 - a. Election season signs are allowed during election season on a residential parcel in a number equal to the number of ballot issues and ballot candidates; and

- b. Such signs shall not exceed three square feet per face in addition to the height and setback restrictions.

B. Multifamily Temporary Signs

Temporary signs for multifamily residential are subject to the provisions of temporary non-residential signs found in Table 5, as well as the following:

1. There shall be no more than four permitted temporary signs allowed at one time;
2. Placement of such signs shall not exceed 120 days in a calendar year. Permits shall be issued with a minimum of 15 consecutive days and a maximum of up to 60 consecutive days used in a time block;
3. Sign(s) shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in Table 1;
4. Sign(s) may not be located to interfere with pedestrian, bicycle or vehicle traffic;
5. Sign(s) shall not be illuminated; and
6. Sign(s) must be anchored to the ground or weighted sufficiently to prevent movement by wind.

7. Dwelling Unit Signs

Individual dwelling unit signs do not require a permit and are subject to the following provisions:

- a. There shall be a maximum of one sign per dwelling unit;
- b. Sign shall be limited to wall, window or balcony type placement;
- c. Sign shall not exceed two square feet per sign face; and
- d. Sign may be indirectly illuminated.

4.10.10. Comprehensive Sign Plans

A. Purpose

This Article is established for the consideration of sign proposals that may require additional flexibility for use in larger scale developments, developments that have unique configurations, or projects that demonstrate unique circumstances. The intent of this provision is to generate continuity and cohesiveness between proposals for various signs associated with development projects and to strike a balance between signage needs and general aesthetics.

B. Applicability

The owner of any property, or the owners of multiple contiguous properties, may submit an application for a CSP for any residential or nonresidential use. CSPs are subject to the following:

1. Signage which is proposed as part of a CSP may deviate from the standards and requirements of the Sign Code including, but not limited to, the following and subject to compliance with the CSP standards set forth in this Article:
 - a. Types and numbers of signs allowed;
 - b. Maximum sign area;
 - c. Maximum height of signs;
 - d. Placement of signs; and
 - e. Materials and illumination standards.
2. All parties affected by provisions of the CSP must be signatory to such plans; provided, however, that if a site(s) with multiple property owners is governed by a management agreement, the duly-constituted representative of the management association or firm shall be signatory to such plans. It is unnecessary for owners or lessees to sign if said representative has signed on their behalf.

C. Application and Approval Process

1. Submittal Requirements

Applicants must submit a detailed sign plan with attached written and visual stipulations to the Planning Commission for review and approval. Such stipulations shall consider all appropriate concerns including, but not limited to, the following items:

- a. Location;
- b. Size;
- c. Height;
- d. Color;
- e. Lighting;
- f. Orientation; and
- g. Construction materials.

2. Criteria for Approval

In making its determination on an application for a CSP, the Planning Commission shall consider:

- a. Compatibility, in terms of scale and architectural features, with the site and surrounding area;
- b. Harmony with the character of the neighborhood;
- c. Need for the proposed use;
- d. Impact on the surrounding land uses;
- e. General conformance to the purposes of this Sign Code and other ordinances; and
- f. The health, safety and welfare of the inhabitants of the area and City of Northglenn.

3. Sign Permit Required

Following approval of a CSP, no signs may be constructed prior to obtaining a sign permit.

4. Appeal

Any denial of the Planning Commission may be appealed by the applicant submitting formal application to the Board of Adjustment under the process outlined in [Section 11-42-5](#) of the City of Northglenn Zoning Ordinance.

5. Expiration

An approved CSP shall expire one year from the date of approval if no allowed signs have been constructed or erected or obtained a sign permit within such time period.

D. CSP Modifications

1. Once authorized by the Planning Commission, a CSP may be modified through the following procedure:

- a. The Director is authorized to determine whether a modification of or a release from a provision of the sign plan would constitute a substantial variation from the guidelines originally approved by the Planning Commission.
- b. If the determination is that the modification or release is not substantial, the Director is authorized to grant such a change, and a written summary of such determination shall be placed in the file for the comprehensive sign plan, and a copy of said determination shall be forwarded to the Planning Commission, for their information, at the next scheduled Planning Commission meeting.
- c. If the Director determines that the requested change is substantial, the proposed change and all relevant material shall be submitted to the Planning Commission.
- d. The Commission shall allow the proposed change only if the following criteria are met:
 - (1) The proposed change will not adversely affect the development and preservation of the entire sign plan;
 - (2) The change will not adversely affect surrounding land uses;
 - (3) The change will not conflict with the purposes of the Sign Code; and
 - (4) The change is not granted solely to confer a special benefit upon any party.

Nothing in these provisions shall be construed to deny the Planning Commission power to require any modification of or release from any provision of the CSP so that the plan conforms to other City ordinances.

- e. Any denial of the Planning Commission may be appealed by the applicant submitting formal application to the Board of Adjustment under the process outlined in Section 6.7.4 of the City of Northglenn Zoning Ordinance.

4.10.11. Definitions¹²⁹

Unless otherwise specifically provided, or unless otherwise clearly required by the context, the words and phrases defined in this Sign Code shall have the meanings indicated when used in this Sign Code.

Abandoned

Any sign and/or its supporting sign structure which remains without a message or whose display surface remains blank for a period of 90 days or more, or any sign which pertains to a time, event or purpose which no longer applies, shall be deemed to have been abandoned. Signs applicable to a business temporarily suspended because of a change in ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of 90 days or more. Any sign remaining after demolition of a principal structure shall be deemed to be abandoned.

Abandonment

See abandoned.

Animated Sign

Any sign or part of a sign which changes physical position by any movement or which gives the illusion of such change of physical position.

Architectural Feature

Any construction attendant to, but not an integral part of, the sign, which may consist of landscape, building or structural forms on the site in general; also, graphic stripes and other architectural painting techniques applied to a structure, when the stripes or other painting techniques are applied to a building, provided that such treatment does not include lettering, logos or pictures.

Area of Sign

See sign area.

Awning

A roof-like cover, often of fabric, plastic, metal or glass designed and intended for protection from the weather or as a decorative embellishment, and which projects from a wall or roof of a structure primarily over a window, walk, or the like.

Awning Sign

A sign or graphic printed on or in some fashion attached directly to the awning material.

Banner

Any sign of lightweight fabric or similar material that is mounted to a pole or structure.

Board of Adjustment

The City's board assigned to the judgment or granting of variances. The Board's duties are defined by Article 42 of Chapter 11 of the City's Municipal Code.

Building Directory Sign

A sign established to communicate to tenants their location within a building.

Building Façade

The total area of the horizontal and vertical dimensions of that side of a building which is adjacent to a dedicated street and architecturally finished to match the principal building façade, or which has a public entrance to the building and abuts a street, parking area, or other circulation area open to the general public. In shopping centers, any outside architecturally finished wall of a first-floor use shall be considered building facade.

¹²⁹ In the consolidated draft, these definitions will be relocated and reconciled with the general definitions in Article 7. Many of the definitions in this section overlap with the general definitions.

Building Marker

Any sign cut into a masonry surface or made of bronze or other permanent material and which relates to its construction.

Canopy

A roof-like cover, often of fabric, plastic, metal, or glass on a support, which provides shelter.

Canopy Sign

Any sign, which is a part of or attached to an awning or canopy; or any other entrance, window, or outdoor service area. A canopy sign is not a marquee and is different from service area canopy signs.

Changeable Copy Sign

A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged, by physical means, without altering the face or the surface of the sign.

Commercial

Predominantly related to economic interests or commerce.

Commercial Message

Any sign wording, logo, or other representation directly or indirectly, which advertises or directs attention to a business, product, service or other commercial activity.

Comprehensive Sign Plan (CSP)

Provides a means for the flexible application of sign regulations for developments that require multiple signs due to multiple tenants or lots; CSPs are used to provide incentive for latitude in the design and display of multiple signs.

Directional Sign

Any sign used to primarily communicate navigational information.

Display Area

The area or display surface used for the graphic message.

Duration

The time during which something exists or lasts.

Edge of Curb

Stone or concrete edging to a street defining the furthest extent of the improved roadway surface.

Election Season

Sixty days prior to and five days after any City regular or special election, any county or special district election or any state or federal primary or general election.

Electronic Message Center (EMC)

A sign capable of displaying words, symbols, figures, or images that can be periodically changed by manual, electronic, remote or automatic means.

Entrance or Exit Sign

A sign located at the driveway entrance or exit and intended to provide for safe ingress and egress.

Erect

The activity of constructing, building, raising, assembling, placing, affixing, attaching, creating, painting, drawing or any other way of bringing into being or establishing.

Exemptions

Signs do not require a sign permit, but still subject to regulations and maintenance requirements of the Sign Code.

Flag

Any fabric or similar lightweight material attached at one end of the material, usually to a staff or pole, so as to allow movement of the material by atmospheric changes and which contains distinctive colors, patterns, symbols, emblems, insignia, or other symbolic devices.

Flow Line¹³⁰

The transition between the gutter and the face of the curb within a public road right-of-way. Where no curb exists, the flow line will be considered the edge of the pavement or roadway of the outside traveled lane.

Freestanding Sign

Any sign which has supporting framework that is placed on, or anchored in, the ground and which is independent from any building or other structure.

Grade

The average elevation of the ground at the base of the sign after construction. Earth mounding criteria for landscaping and screening is part of the final grade for sign height computation.

Good Structural Condition

A qualification of the structural integrity of an existing sign. For this Ordinance, these definitions defer to the definition provided by the adopted International Building Code at the time of interpretation.

Height of Sign

The height of the sign shall be computed as the vertical distance measured from the base of the sign at grade to the top of the highest attached component of the sign.

High Wall Sign

Sign allowed on multiple-tenant buildings of three (3) stories or greater and shall be located in the area between the bottom of the top floor and the top of the parapet wall.

Holiday Lights and Decorations

Displays, including lighting, which are a nonpermanent installation celebrating national, state, and local legal holidays or holiday seasons.

Illuminated Sign

Any sign which contains an element designed to emanate artificial light internally or externally.

Illumination

Direct: lighting by means of an unshielded light source which is effectively visible as a part of the sign. Neon lighting is considered direct lighting.

Indirect: lighting which illuminates the front of a sign or the entire building façade upon which the sign is displayed, the source of the light being shielded from public view and from surrounding properties. Indirect illumination does not include lighting which is primarily used for purposes other than sign illumination, such as parking lot light.

Internal: lighting by means of a light source which is within a sign having a translucent background and which silhouettes opaque letters or designs, or lighting within or behind letters or designs which are themselves made of translucent or opaque material.

Joint Identification Sign

A sign which serves as a common or collective identification. A joint identification sign is required if two (2) or more businesses share a building.

Lot

See parcel.

Maintenance

The replacing, repairing, or repainting of a portion of a sign or sign structure, and watering, weeding, mowing, trimming and similar activities on any landscaped area in which the sign is located.

Marquee

A rigid, roof-like structure attached to a wall or walls of a building or structure and supported entirely by the building or structure.

¹³⁰ Inconsistent with updated version per Sonia's comment.

Marquee Sign

Any sign attached to, in any manner, or made part of a marquee.

Monument Sign

A low-profile freestanding sign that is anchored to the ground, designed to generally complement the building on the premises, and which has a height not exceeding eight feet.

Multi-faced Sign

Any sign with more than one display area visible from any point at the same time.

Multiple-Tenant Building

Any building which is intended to have more than one tenant. A building which has multiple units, of one (1) or more of which are vacant, is still considered a multiple-tenant building.

Multiple Tenant Unit

A unit within a multiple-tenant building.

Non-Residential Use

Any principal use other than dwelling, such as office buildings, shopping centers, industrial, institutional, or hotel.

Nonconforming Sign

Any sign, the area, dimensions or location of which were lawful at the time the sign was erected, but which fails to conform to the current standards and regulations of this Ordinance due to adoption, revision or amendment.

Off-Premise Commercial Advertising Sign

Sign advertising a commercial establishment, merchandise, service, or entertainment, which is not sold, produced, manufactured, or furnished at the property on which the sign is located. These signs are commonly referred to as billboards.

Parcel

The area of land necessary for a use to be in compliance with the City of Northglenn UDO. The term lot may also be referring to a parcel.

Pennant

Any lightweight plastic, fabric, or other material whether or not containing a message of any kind, suspended from a rope, wire, string or pole, usually in series, designed to move in the wind. See also wind blade.

Permanent Sign

Any sign with a structure that is permanently placed or affixed to a structure or in the ground.

Permitted

Sign which has received an approved sign permit.

Portable Sign

A sign that is not permanently attached to the ground or other permanent structure, or a sign designed to be transported on wheels, skids, a bench, runners, brackets, or has a frame to which wheels, skids, runners, brackets, or similar mechanical devices can be attached to or support the sign. A portable sign includes inflatable devices and mobile signs such as parked trailers, which include signs which are visible from the public right-of-way unless such vehicle is used in the normal day-to-day operations of the business. A portable sign also includes a sign displaying a commercial message held by, attached to, or affixed on an individual who is exhibiting such sign for the predominant purpose of conveying the commercial message on such sign. A portable sign shall not include a sign considered to be an A-frame or a sign displaying a noncommercial message held by, attached to, or affixed on an individual.

Prohibited Sign

Any sign not allowed by these standards and regulations.

Projecting Sign

Any sign affixed to a structure or wall in such a manner so that its leading edge extends more than eighteen (18) inches beyond the surface of such structure or wall. Signs affixed to the structure that extend less than eighteen (18) inches beyond the surface are considered to be wall signs.

Residential Use

Pertaining to an area that is primarily for family residences. A building used or suitable to be used as a dwelling, including ones that are being built or adapted to be used as a dwelling.

Right-Of-Way

Any public street, way, place, alley, sidewalk, trail, path, easement, park, square, median, parkway, boulevard or plaza that is dedicated to public use.

Roof Sign

Any sign painted, erected, or constructed wholly on and over the roof of a structure, supported by the roof structure, or extending vertically above the highest portion of the roof.

Search Light

Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same lot as the light source; also, any light with one or more beams that rotate, flash, or move.

Sequential Messaging

A selection technique in which messages are recorded in a preset order and played back individually upon each activation of the device.

Setback of Sign

The required minimum distance between placement of a sign and the right-of-way.

Sight Distance

The length of roadway ahead visible to the driver.

Sign

An object or device or any part thereof situated outdoors or indoors which is used to advertise, identify, display, direct, or attract attention to an object, place, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, designs, logos, fixtures, colors, motion, illumination, or projected images. If, for any reason, it cannot be readily determined whether or not an object is a sign, the Director of Planning and Development shall make such determination. Also known as an outdoor advertise sign device.

Sign Area

The entire sign face, including the advertise sign surface of any framing, trim, or molding, but not including the supporting structure. The sign area shall be measured using a regular geometric shape (rectangle, circle, trapezoid, triangle, etc.) or a combination of regular geometric shapes.

Sign Structure

Any supports, uprights, braces, or framework of the sign, excluding the sign face.

Single-Tenant Building

A building with one unit and/or is intended for one tenant without regard to vacancies.

Site

A lot or combination of contiguous lots which are intended, designated, and/or approved to function as an integrated unit.

Street Frontage

The area of a property or site that includes building facades facing a public street, a primary parking area, or containing public entrances to the building or units.

Temporary Display Structure

Any structure used only for display of retail sales items and does not require a building permit.

Temporary Sign

Any sign used only temporarily and is not permanently mounted.

Traffic Sign

An official sign erected, mounted, displayed, maintained or remodeled by the City, the State or the Federal Governments at the side of or above roads to provide information to road users.

Vehicle Sign

A sign that is mounted, placed, written or painted on a vehicle or trailer, whether motor driven or not.

Vision Triangle

The vision triangle is a triangle measured from the point of intersection of the flow lines, abutting the two points of access, a certain distance along each based on travel speeds of the adjacent roadway.

Wall

Any structure which defines the exterior boundaries or courts of a building or structure and which has a slope of 60 degrees or greater with the horizontal plane.

Wall Sign

Any sign attached parallel to, but within 18 inches of a wall, painted on the wall surface of, or erected and confined within the limits of an outside wall of any structure, which is supported by such wall or structure, and which displays only one sign surface.

Weekend Sign

Small temporary signs allowed without a permit for a constrained period of time.

Wind Blades

A sign typically made from a piece of cloth, varying in size, shape, color, and design, usually attached at an edge to a staff or cord, and used as a means of conveying a message.

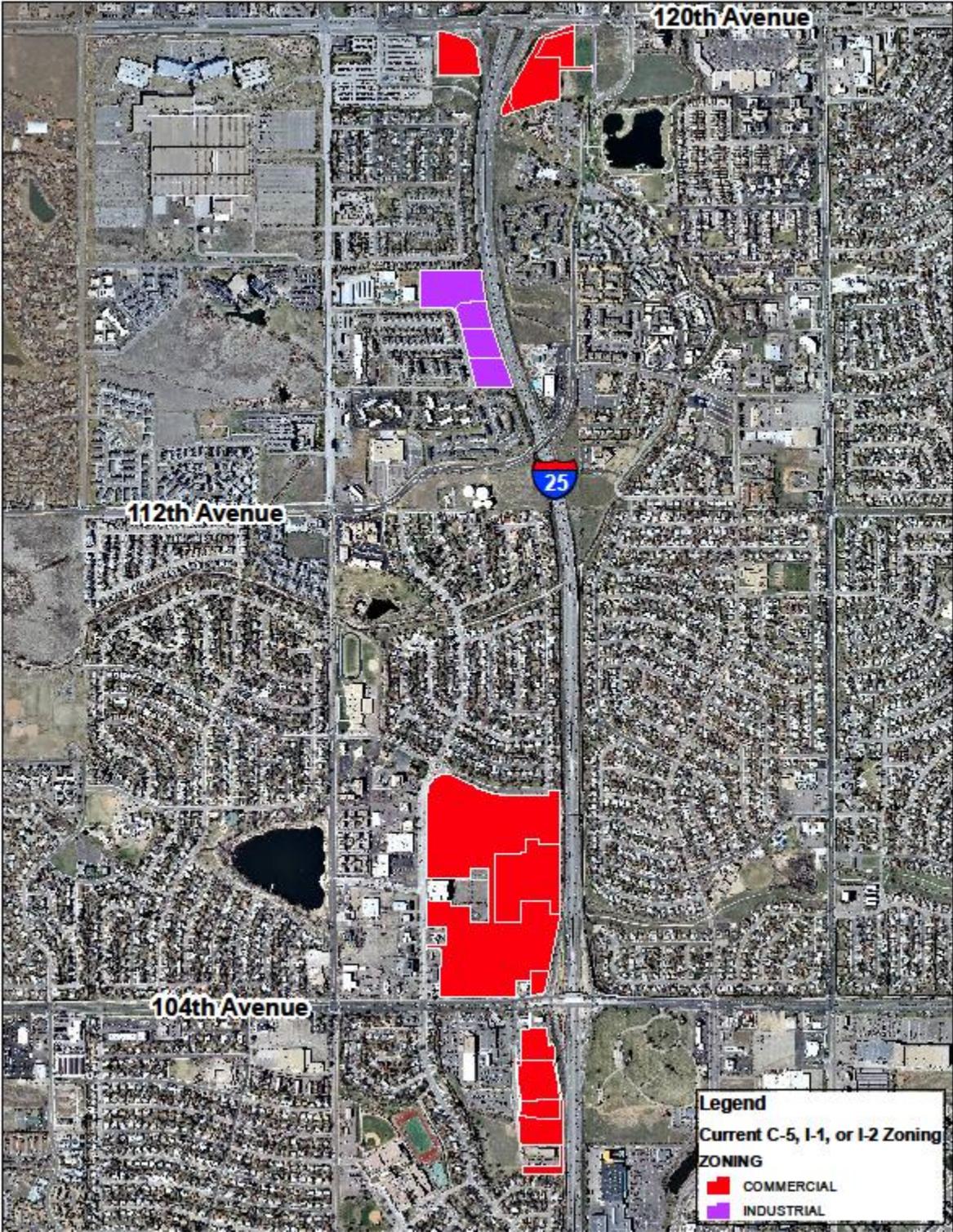
Window Sign

Any sign, picture, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service that is placed inside a window or upon the windowpane or glass and is visible from the exterior of the window.

Work of Art

A hand produced work of visual art that is tiled or painted by hand directly upon, or affixed directly to an exterior wall of a building with the permission of the property owner.

4.10.12.Appendix A¹³¹



¹³¹ If this is retained in the UDO, then it will be translated into a section heading rather than an appendix. The map will need to be updated to reflect the new lineup of zoning districts.

Article 5: Subdivision Standards

Commentary:

This article includes the standards for the design and improvements of new subdivisions in Northglenn. Many of the current subdivision regulations were addressed in Part 1 – Administration and Procedures. This draft (and this article) is limited to the requirements for designing subdivisions and providing and securing public improvements. We did not carry forward administrative regulations, such as the schedule of fees (current 12-1-5) – which we believe should live outside the UDO in an Administrative Manual.

5.1 Purpose¹³²

This article establishes the minimum standards for the design and improvement of land subdivision projects to ensure that each building site:

- A. Is capable of accommodating a structure for its intended use;
- B. Is consistent with the standards in this UDO;
- C. Is adequately mitigated from natural hazards;
- D. Is adequately served by a street network providing safe and convenient access; and
- E. Has sufficient access to public improvements and services.

5.2 Applicability¹³³

5.2.1. General Applicability

This article shall apply to divisions of land into two or more parcels, building sites, tracts, or lots. Evaluation and approval of subdivision applications shall be pursuant to [Section 6.6](#), *Subdivision Procedures*.

5.2.2. Existing Subdivision Agreements and Covenants¹³⁴

- A. Subdivisions filed and recorded prior to the effective date of this UDO shall not be regulated by this article unless proposed for any re-subdivision.
- B. This article is not intended to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of private agreements or restrictive covenants running with the land. Where this article imposes a greater restriction than that imposed by existing provisions of law, contract, or deed, the provisions of this article shall control.

5.2.3. Minimal Standards¹³⁵

The standards in this article are the minimum. The City may impose more restrictive standards when it finds that they are necessary to comply with applicable engineering standards or other standards applicable to the City of Northglenn.

¹³² New. Replaces 12-3-1.

¹³³ Replaces current 12-1-3, substantially reduced. We did not carry forward the regulations from 12-1-3(b), which currently exempt several activities from the subdivision standards.

¹³⁴ New.

¹³⁵ New.

5.3 Subdivision Design Standards¹³⁶

5.3.1. Compliance with Zoning Requirements¹³⁷

The layout of road, lots, driveways, utilities, drainage facilities, and other services and improvements shall be designed to minimize the amount of land disturbance, maximize the amount of open space, preserve existing trees and vegetation, protect sensitive areas, and otherwise implement the intent of this UDO. Applicants shall ensure that proposed subdivisions are designed to comply with the standards for the underlying base zoning district(s) to avoid creating lots that will make compliance with such standards difficult or infeasible.

5.3.2. Suitability of Land for Subdivision¹³⁸

Land subject to natural hazards shall be considered unsuitable for development and/or occupancy if such development or occupancy may impair the health, safety, or welfare of the inhabitants. Where such hazards exist, development or subdivision shall only be permitted with adequate mitigation approved by a registered professional engineer licensed in the State of Colorado.

5.3.3. Subdivision Design Adjacent to Railroad, Highway, or Arterials¹³⁹

Where a subdivision borders a railroad right-of-way, a freeway, or an arterial, the design of the subdivision shall include adequate provisions for reduction of noise, such as incorporating a parallel street, a landscaped buffer area, or lots with increased setbacks.

5.3.4. Block and Lot Design¹⁴⁰

- A. Blocks shall be at least 400 feet in length and not more than 1,320 feet in length between street intersections.¹⁴¹
- B. Blocks exceeding 1,000 feet in length shall include pedestrian crosswalks and pedestrian easements to facilitate pedestrian circulation.¹⁴²
- C. Block lengths and widths shall be suitable for the uses contemplated and the zoning district standards for minimum lot sizes and dimensions.
- D. Each lot shall comply with the applicable zoning district requirements.
- E. Reverse frontage lots shall be avoided to the maximum extent practicable.¹⁴³
- F. Side lot lines shall be at right angles or radial to street lines to the maximum extent practicable.¹⁴⁴

5.3.5. Street Design and Construction¹⁴⁵

- A. Streets shall be designed pursuant to the standards in Section 4.5, *Access and Circulation*.

¹³⁶ From 12-3, revised as noted.

¹³⁷ New.

¹³⁸ Replaces the site considerations in current 12-3-2.

¹³⁹ Revised for clarity. We did not carry forward the application of this standard to collector streets.

¹⁴⁰ From 12-3-4 and 12-3-5, revised as noted.

¹⁴¹ The word "normally" has been removed.

¹⁴² "May be required" changed to "shall."

¹⁴³ Revised to include "maximum extent practicable" rather than referring to slope conditions and to combine with current reverse corner lot standards (now reverse frontage).

¹⁴⁴ Revised "when feasible" to "maximum extent practicable."

¹⁴⁵ From 11-6-12. Definitions of "street improvements" and "unimproved street" were moved to general definitions section. We did not carry forward the street and easement design standards from 12-3-3, which should be relocated to an Engineering Manual or the Public Works Standards and Specifications outside the UDO. Public Works reviewing these standards and edits may be incorporated into the consolidated draft.

- B. Streets shall be designed, installed, and constructed pursuant to and in compliance with the applicable provisions of Chapter 16 of the Municipal Code and the street specifications adopted by Article 8 of Chapter 16, and the Public Works Standards and Specifications.¹⁴⁶
- C. No lot or parcel of land in the City of Northglenn adjacent to or fronting an unimproved street shall be used for residential, commercial or industrial purposes until the required street improvements have been installed and constructed, unless an improvements agreement guarantee has been approved pursuant to Section ---.
- D. Compliance with the requirements of this section shall be a prerequisite to the issuance of a building permit under the provisions of Article 43 of this Chapter.

5.4 Public Improvement Standards¹⁴⁷

5.4.1. Purpose

This section establishes the minimum acceptable standards for improvement of streets and utilities. All improvements in streets or easements that are required as a condition to plat approval shall be the responsibility of the subdivider.

5.4.2. Improvements Required¹⁴⁸

The following improvements shall be provided by the subdivider:

- A. Streets, pursuant to this article, Section 4.5, *Access and Circulation*.
- B. Curbs, gutters and sidewalks pursuant to the Public Works Standards and Specifications and Section 4.5, *Access and Circulation*.
- C. Bridges, culverts, or open drainage channels (where required), pursuant to the Public Works Standards and Specifications.
- D. Water lines pursuant to the Public Works Standards and Specifications.
- E. Sanitary sewer lines pursuant to the Public Works Standards and Specifications.
- F. Storm drainage improvements and storm sewers where required, subject to the standards in Section 4.4 and the Public Works Standards and Specifications.
- G. Fire hydrants, pursuant to the Fire Code.
- H. Street lights, pursuant to the Public Works Standards and Specifications.
- I. Landscaping pursuant to Section 4.7, *Landscaping, Screening, and Fencing*.
- J. Other improvements not specifically mentioned deemed necessary by the Director due to conditions found on the site.

5.4.3. Underground Utilities¹⁴⁹

- A. Utilities shall be placed underground to the maximum extent practicable. The subdivider shall be responsible for complying with the requirements of this section and shall make the necessary arrangements including any construction or installation charges with each of the serving utilities for the installation of such facilities and shall be subject to all applicable laws and regulations for the construction of the same.
- B. Transformers, switching boxes, terminal boxes, meter cabinets, pedestals, ducts, and other facilities necessarily appurtenant to such underground utilities may be placed above ground; electric transmission and

¹⁴⁶ Added Public Works Standards and Specifications reference.

¹⁴⁷ From 12-4-2, "surface improvements." Did not carry forward 12-4-2(b), and instead made reference to the subdivider in the introduction to this subsection.

¹⁴⁸ Replaces 12-4-3. Still discussing with staff to determine which of these standards should be located within the UDO, and which should live outside the UDO in the referenced documents in this Section 5.4.2.

¹⁴⁹ From 12-4-4, revised for clarity.

distribution feeder lines and communication long distance trunk and feeder lines and necessary appurtenances may be placed above ground in required easements.

- C. Existing facilities or subdivisions platted prior to the adoption of this ordinance shall not be required to comply with Section 5.4.3.

5.5 Land Dedications

Commentary:

We did not carry forward the current public site, reservations, and dedication requirements from 12-3-6. The procedures and standards should be drafted to match current City policy.

DISCUSSION: These procedures require further policy direction. The current standards are ambiguous in terms of the application of the dedication requirements (and its division among parks, schools, and other utilities), and how the dedication requirements are determined. Also, does the City wish to establish dedication considering the availability of remaining land (The City is largely built out).

[Reserved – to be included in Article 6, Administration and Procedures with consolidated draft]

5.6 Guarantee of Public Improvements

Commentary:

We did not carry forward the improvement guarantee standards from Section 12-2 and 12-4-6, which are currently under review by both planning and Public Works staff, and the City Attorney. Future procedures for guarantees will be tied closely to the Public Works Standards and Specifications and may require irrevocable letter or credit or cash arrangements approved by the City Attorney in an amount greater than the total construction cost of the public improvements.

[Reserved – to be included in Article 6, Administration and Procedures with consolidated draft]

Article 6: Administration and Procedures

(Submitted previously with Part 1 of the update)

Article 7: Definitions and Rules of Construction

Commentary:

This section includes general rules of construction and defined terms. The rules of construction were introduced in Part 1 of the update. Terms from the current Northglenn development regulations were either carried forward as-is, revised, or replaced, and are noted accordingly. New terms not currently defined in the Northglenn development regulations are based on our work in other jurisdictions and were tailored for Northglenn, and are highlighted in yellow.

7.1 General Rules of Construction¹⁵⁰

The following shall apply for construing or interpreting the terms and provisions of this UDO.

7.1.1. Meanings and Intent¹⁵¹

All provisions, terms, phrases, and expressions in this UDO shall be construed according to the general purpose set forth in **Section --¹⁵²** and the specific purpose statements elsewhere in this UDO. If a specific section provides a different meaning of a term defined for general purposes in this Article, the specific section's meaning and application shall control.

7.1.2. Headings, Illustrations, and Text¹⁵³

In case of any difference of meaning or implication between the text of this UDO and any heading, caption, figure, illustration, table, or map, the text shall control.

7.1.3. Lists and Examples¹⁵⁴

Unless otherwise indicated, lists of items or examples that use terms such as "for example," "including," and "such as," or similar are intended to provide examples and are not exhaustive lists of all possibilities.

7.1.4. Computation of Time¹⁵⁵

The time in which an act is to be done shall be computed by excluding the first day and including the last day. If a deadline or required date of action falls on a Saturday, Sunday, or holiday, the deadline shall be the next day that is not a Saturday, Sunday, or holiday. References to "days" are calendar days unless otherwise stated.

7.1.5. Public Officials and Agencies¹⁵⁶

All public officials, bodies, and agencies referred to in this UDO are those of the City of Northglenn unless otherwise stated.

7.1.6. Mandatory and Discretionary Terms¹⁵⁷

The words "shall," "must," and "will" are mandatory in nature, establishing an obligation to comply. The words "may" and "should" are permissive in nature.

¹⁵⁰ Mostly new. Some standards based on 11-5-1 and 12-5-1 where noted, but revised for clarity.

¹⁵¹ New.

¹⁵² Consolidated draft will cross-reference back to purpose in Article 1.

¹⁵³ Replaces 12-5-1(b).

¹⁵⁴ New.

¹⁵⁵ New.

¹⁵⁶ New.

¹⁵⁷ Based on 12-5-1(c).

7.1.7. Conjunctions¹⁵⁸

Unless the context clearly suggests otherwise, conjunctions shall be interpreted as follows:

- A. "And" indicates that all connected items apply; and
- B. "Or" indicates that one or more of the connected items apply.

7.1.8. Tenses, Plurals, and Gender¹⁵⁹

- A. Words used in the present tense include the future tense, unless the context clearly indicates otherwise.
- B. Words used in the singular number include the plural number, and words used in the plural number include the singular number, unless the context clearly indicates otherwise.
- C. Words used in the masculine gender shall include the feminine gender, and works used in the feminine gender shall include the masculine gender.

7.2 Definitions of Use Categories and Specific Use Types

Commentary:

These definitions can be found in the Part 2 draft.

7.3 Definitions Related to Floodplain Regulations

The following definitions pertain to the Regulations to Minimize Flood Losses in Section 4.3.

100-Year Flood

A flood having a recurrence interval that has a one-percent chance of being equaled or exceeded during any given year (One-Percent-Annual-Chance Flood). The terms "one-hundred-year-flood" and "one percent chance flood" are synonymous with the term "100-Year Flood." The term does not imply that the flood will necessarily happen once every one hundred years.

100-Year Floodplain

The area of land susceptible to being inundated as a result of the occurrence of a one-hundred-year flood.

500-Year Flood

A flood having a recurrence interval that has a 0.2-percent chance of being equaled or exceeded during any given year (0.2-percent-annual-chance flood). The term does not imply that the flood will necessarily happen once every five hundred years.

500-Year Floodplain

The area of land susceptible to being inundated as a result of the occurrence of a five-hundred-year flood.

Addition

Any activity that expands the enclosed footprint or increases the square footage of an existing structure.

Appeal

A request for a review by the Board of Adjustment of the floodplain administrator's interpretation of any provision of this Ordinance or a request for a variance.

Base Flood Elevation (BFE)

The elevation shown on a FEMA Flood Insurance Rate Map for zones AE, AH, A1-A30, AR, AR/A, AR/AE, AR/A1-A30, AR/AH, AR/AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

¹⁵⁸ New.

¹⁵⁹ From 12-5-1(d) and (e), expanded to include gender provision.

Basement

Any area of the building having its floor sub-grade (below ground level) on all sides.

Conditional Letter of Map Revision (CLOMR)

FEMA's comment on a proposed project, which does not revise an effective floodplain map, that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodplain.

Critical Facility

A structure or related infrastructure, but not the land on which it is situated, as specified in the provisions for flood hazard reduction, that if flooded may result in significant hazards to public health and safety or interrupt essential services and operations for the community at any time before, during and after a flood.

Development

Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, or drilling operations or storage of equipment, vehicles or materials located within the Area of Special Flood Hazard.

Development Permit

For the purposes of this ordinance only, an application to the floodplain administrator on forms supplied by the floodplain administrator, for permission to develop land and/or construct any structure within any area of special flood hazard.

DFIRM Database

A database (usually spreadsheets containing data and analyses that accompany DFIRMS). The FEMA mapping specifications and guidelines outline requirements for the development and maintenance of DFIRM databases.

Digital Flood Insurance Rate Map (DFIRM)

The FEMA Digital Floodplain Map. These digital maps serve as "regulatory floodplain maps" for insurance and floodplain management purposes.

Elevated Building

A non-basement building (I) built in the case of a building in zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the flow of the water; and (II) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, "Elevated Building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters.

FEMA

The Federal Emergency Management Agency, the agency responsible for administering the National Flood Insurance Program.

Flood or Flooding

A general and temporary condition of partial or complete inundation of normally dry land areas from:

1. the overflow of water from channels and reservoir spillways;
2. the unusual and rapid accumulation or runoff of surface waters from any source; or
3. mudslides or mudflows that occur from excess surface water that is combined with mud or other debris that is sufficiently fluid so as to flow over the surface of normally dry land areas (such as earth carried by a current of water and deposited along the path of the current).

Flood Insurance Rate Map (FIRM)

The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

Flood Insurance Study (FIS)

The official report entitled, the Flood Insurance Study for Adams County, Colorado and Incorporated Areas, dated January 20, 2016, with accompanying flood insurance rate maps and/or flood boundary floodway maps (FIRM and/or FBFM) in which the Federal Emergency Management Agency has provided flood profiles, the Floodway Map, and the water surface elevation of the base flood, and any subsequent additions, updates, revisions or modifications to said study.

Floodplain or Flood-Prone Area

Any land area susceptible to being inundated by water from any source (See definition of flooding).

Flood Profile

A graph of a longitudinal profile showing the relationship of the water surface elevation of a flood event to location along a stream or river.

Flood Proofing

A combination of structural and non-structural additions, provisions, changes, or adjustments to properties and structures subject to flooding primarily for the reduction or elimination of flood damage to properties, water and sanitary facilities, structures, and contents of buildings in a flood hazard area.

Floodway (Regulatory Floodway)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the 100-year flood without cumulatively increasing the water surface elevation more than a designated height. The Colorado statewide standard for the designated height to be used for all newly studied reaches shall be one-half foot (six inches). Letters of map revision to existing floodway delineations may continue to use the floodway criteria in place at the time of the existing floodway delineation.

Floodway and Floodplain Zoning Administrator

The City Manager of the City of Northglenn or the City Manager's authorized representative.

Freeboard

The vertical distance in feet above a predicted water surface elevation intended to provide a margin of safety to compensate for unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood such as debris blockage of bridge openings and the increased runoff due to urbanization of the watershed.

Highest Adjacent Grade

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Historic Structure

Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior; or
 - b. Directly by the Secretary of the Interior in states without approved programs.

Letter of Map Revision (LOMR)

FEMA's official revision of an effective flood insurance rate map (FIRM), or flood boundary and floodway map (FBFM), or both. LOMRs are generally based on the implementation of physical measures that affect the hydrologic or

hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective base flood elevations (BFEs), or the special flood hazard area (SFHA).

Letter of Map Revision Based on Fill (LOMR-F)

FEMA's modification of the special flood hazard area (SFHA) shown on the flood insurance rate map (FIRM) based on the placement of fill outside the existing regulatory floodway.

Lowest Floor

The lowest floor of the lowest enclosed area (including basement). Any floor used for living purposes which includes working, storage, sleeping, cooking and eating, or recreation or any combination thereof. This includes any floor that could be converted to such a use such as a basement or crawl space. The lowest floor is a determinate for the flood insurance premium for a building, home or business. An unfinished or flood resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of Section 60.3 of the National Flood Insurance Program Regulations.

Manufactured Home

A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. This term also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. The term "Manufactured Home" does not include a "Recreational Vehicle".

Manufactured Home Park or Subdivision

A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Mean Sea Level

The National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations are referenced.

National Flood Insurance Program (NFIP)

FEMA's program of flood insurance coverage and floodplain management administered in conjunction with the Robert T. Stafford Relief and Emergency Assistance Act. The NFIP has applicable federal regulations promulgated in Title 44 of the Code of Federal Regulations. The U.S. Congress established the NFIP in 1968 with the passage of the National Flood Insurance Act of 1968.

New Construction

Structures for which the start of construction commenced on or after the effective date of this Ordinance, as amended.

No-Rise Certification

A record of the results of an engineering analysis conducted to determine whether a project will increase flood heights in a floodway. A no-rise certification must be supported by technical data and signed by a registered Colorado professional engineer. The supporting technical data should be based on the standard step-backwater computer model used to develop the 100-year floodway shown on the flood insurance rate map (FIRM) or flood boundary and floodway map (FBFM).

Obstruction

Sandbars formed by the natural flow of a watercourse, temporary structure, planks, snags, and debris in and along an existing channel which cause a flood hazard.

Physical Map Revisions (PMR)

FEMA's action whereby one or more map panels are physically revised and republished. A PMR is used to change flood risk zones, floodplain, and/or floodway delineations, flood elevations, and/or planimetric features.

Recreational Vehicle

A vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;

3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

Special Flood Hazard Area

The land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, i.e., the 100-year floodplain.

Start of Construction

Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure

A walled and roofed building or manufactured home, or a gas or liquid storage tank that is principally above ground.

Substantial Damage

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement

Any repair, reconstruction, or improvement to a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either:

1. Before the improvement or repair is started; or
2. If the structure has been damaged and is being restored, before the damage occurred.

This term does not, however, include any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are necessary to assure a safe living condition. Nor shall this term include any alteration of a structure listed on the National Register of Historic Places or a state inventory of historic places, provided that the alteration will not preclude the structure's continued designation of a "historic structure".

Threshold Planning Quantity (TPQ)

A quantity designated for each chemical on the list of extreme hazardous substances that triggers notification by facilities to the state that such facilities are subject to emergency planning requirements.

Variance

A grant by the Board of Adjustment of relief from the requirements of this Ordinance which permits construction in a manner that would otherwise be prohibited by this Ordinance.

Violation

The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) of the National Flood Insurance Regulations is presumed to be in violation until such time as that documentation is provided.

Water Surface Elevation

The height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

7.4 Other Terms Defined¹⁶⁰

Commentary:

Definitions in this section that are not currently in the ordinance are highlighted in yellow.

Acreage, Gross

The total area contained within any defined set of boundaries.

Acreage, Net

Gross acreage less the area contained within dedicated public rights-of-way.

Administrative Adjustment

A development approval authorizing limited deviations from certain provisions of this UDO's dimensional or numerical development standards that is reviewed pursuant to Section --.

Administrative Manual

A manual containing details regarding the development review process, information for potential applicants, and development review forms.

Alley

A street or way, other than a footpath, within a block set apart for public use, vehicular travel, and local convenience, primarily for the purpose of secondary vehicular access to the rear or side of lots.

Apartment

A room or suite of rooms used for living and sleeping purposes, including separate kitchen and bathroom facilities.

Applicant

A person who submits a development application requesting a development permit or approval authorized by this UDO.

Arterial Street

A street for the primary purpose of carrying through traffic but also for the secondary purpose of access to abutting lots. An arterial street is also a through street.

Basement

That portion of a building between the floor and ceiling which is partly above and partly below grade but so located that the vertical distance from grade to the floor below is more than the vertical distance from grade to the ceiling.

Building¹⁶¹

Any permanent structure designed or intended for the support, enclosure, shelter, or protection of persons, animals, or property of any kind, having an enclosed space and a permanent roof supported by columns or walls.

Building, Accessory¹⁶²

A detached subordinate building, the use of which is customarily incidental to that of the primary building use or to the primary use of the land, and which is located on the same lot as the primary building or use.

Building Code

The adopted Building Code of the City of Northglenn pursuant to the Northglenn Municipal Code.

Building Coverage

All areas under roof or projections from buildings on a lot.

¹⁶⁰ Terms from the current Northglenn Development Regulations noted as such. Defined terms not previously included in the Northglenn Code are typically based on our work in other communities and tailored for Northglenn. New definitions are not footnoted.

¹⁶¹ Replaces current 11-5-2(b)(15).

¹⁶² From current 11-5-2(b)(16), revised for clarity.

Building Envelope

The area within the setback lines required by this UDO where a building may be located on a site.

Building, Height of

The vertical distance measured from the juncture of the highest grade level and the structure to the highest point of the roof.

Building Line, Front

A line parallel to the front lot line at the rear of the required front yard.

Building, Principal

That building in which the principal use is conducted including any attachments thereto such as a garage or carport.

Building Permit

An official document or certification issued by the Chief Building Official pursuant to the Building Code and that authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, demolition, moving, or repair of a building or structure as being in compliance with Building Code standards.

Centerline

A line painted or otherwise marked on a roadway for the purpose of separating traffic flowing in opposite directions. If no such line is painted or otherwise marked on a roadway, the centerline is a putative line an equal distance between the curb lines or lateral lines of a roadway.

Certificate of Occupancy

A document issued by the Chief Building Official pursuant to the Building Code that allows the occupancy and use of building(s) and structure(s) and certifying that said building(s) and structure(s) and use(s) have been constructed and will be used in compliance with all applicable municipal codes.

Change in Use

Any use that differs from the previous use of a building or land as determined by the allowable use table (Table 3.x).¹⁶³

City¹⁶⁴

The City of Northglenn, Colorado.

Comprehensive Plan

The official Comprehensive Plan for the City of Northglenn, stating goals, recommendations, and policies used to guide physical development of the City, as formally adopted by the Planning Commission.

CONEX (intermodal or shipping container)

A CONEX box is a large shipping container built for intermodal freight transport. Such containers are mostly constructed from steel. In the UDO, CONEX boxes are in reference to their repurposing for other uses such as on-site storage, housing, or other structural uses.

Cul-de-Sac

A short, local street terminating in a vehicular turnaround.

Dead-End Street

A street, other than a cul-de-sac, having only one outlet for vehicular traffic.

Detached

Any structure or building having no party wall or common wall with another structure. Bridges, tunnels, breezeways, and other means of connecting one structure to another shall not constitute a party wall or common wall.

Density

A ratio of dwelling units to land area.

¹⁶³ Allowable use table will be developed with Part 2.

¹⁶⁴ From current 11-5-2(b)(28).

Detached¹⁶⁵

Any structure or building having no party wall or common wall with another structure. Bridges, tunnels, breezeways, and other similar means of connecting one structure or building to another shall not, for the purposes of this Ordinance, be considered to constitute a party wall or a common wall.

Developer

Any person, firm, partnership, joint venture, limited liability company, association, or corporation who participates as owner, promoter, developer, or sales agent in the planning, platting, development, promotion, sale, or lease of a subdivision or development.

Development

The construction of a building or structure, any clearing, grading, excavation, or other movement of land, or the subdivision of land unless expressly excluded in this UDO.

Development Review Committee

A committee consisting of representatives from various City departments, including Planning and Development, Public Works, Parks and Recreation, Water, and any other applicable City department. The Development Review Committee is responsible for review of most development applications as indicated in Article 6.

Diameter Breast Height

The diameter of a tree measured at four and one-half feet above the existing grade at the base of the tree.

Director

The Director of the Planning and Development Department, or his designee.

Distinct Elevation

As it applies to building variety, distinct elevation means a different roof line, different wall planes, and use of different exterior finish materials.

Driveways

An area of pavement, or other approved surfacing designed and intended for driveways that provides vehicle access from a public right-of-way to a parking area, garage, or house.

Dwelling/Dwelling Unit¹⁶⁶

A structure or portion thereof that provides living, sleeping, eating, cooking, and sanitation accommodations.

Easement¹⁶⁷

A grant by a property for use of land for designated private or public purposes by another agency.

Family¹⁶⁸

A group of persons related by blood, marriage, or adoption, living together and normally, but not always consisting of two parents and their children, or persons living together in the relationship and for the purpose of guardian, ward, or foster family who may not necessarily be related by blood or marriage to the head of the household, or a group of not more than four unrelated persons living together in a dwelling unit.

Fence

A free-standing structure resting on or partially buried in the ground and rising above ground level used for confinement, screening, partition purposes, or enclosures.

Fence, Privacy

A continuous, solid fence used to prevent view across the fence line.

¹⁶⁵ From current 11-5-2(b)(48).

¹⁶⁶ Replaces definitions for "dwelling" and "dwelling unit."

¹⁶⁷ From subdivision definitions.

¹⁶⁸ From current 11-5-2(b)(58). This definition is currently being reviewed by staff and the City Attorney and is subject to change with the consolidated draft based on conformance with the federal Fair Housing Act.

Floor Area

For residences, the floor area is the total number of square feet of floor space contained within the exterior walls of the structure, not including space in the basements, carports, or garages. For commercial buildings, the floor area is the total floor area of all stories of the building including garages, but excluding basements.

Flowline¹⁶⁹

The transition point between the gutter and the face of the curb. For a cross or valley pan, the flowline shall be the center of the plan.

Full Cutoff Fixture

A light fixture that prevents distribution of light above a horizontal plane through the lowest point of the bulb or lens, diffuser, reflective passing enclosure, or other parts intended to distribute light.

Hard Surfaced

Hard surfaced shall mean surfaced with asphalt, concrete, paving stone or surfaces as approved by the City Manager or his designees; provided however that asphalt shall not be used as a surface for single-family residential driveways or parking surfaces.

Improvements Agreement Guarantee

Any security which may be accepted by the City in lieu of a requirement that certain improvements be made by the subdivider before the plat is approved, including performance bonds, escrow agreements, and other similar collateral or surety agreements.

Intersection

The area embraced within the prolongation of the lateral curb lines or the lateral boundary lines of two or more streets which join one another at an angle whether or not one such street crosses the other. If a street includes two roadways 30 feet or more apart, then every crossing of each roadway of such divided street by an intersecting street shall be regarded as a separate intersection. If such intersecting street also includes two roadways 30 feet or more apart, then each crossing of two roadways of such streets shall be regarded as a separate intersection.

Island

Space within a street, indicated by construction, signs, paint, or other marks on the surface of a street so as to be plainly visible and prohibited for use by motor vehicle.

Landscaping Screen

Plant materials used to create a visual barrier which are planted center-to-center no further apart than two-thirds of the mature spread; are no smaller than the minimum sizes allowed by the landscape regulations when planted; and are of a type or species approved by the Director of Community Development and normally expected to reach a minimum height of 6 feet within 3 years.

Lawful Age¹⁷⁰

As used in Section --, and Article 12 of Chapter 18, lawful age shall mean any person who has attained the age of 18 years for purposes of patronage or employment at a sexually oriented business. Except, however, the lawful age for patronage or employment at a sexually oriented business which offers live entertainment shall be at least 21 years of age.

Legislative Rezoning

Broad-based changes to zoning district classifications applied to land by the Zoning Map in the nature of policy making by the City Council.

Loading or Unloading Space

An off-street space or berth on the site of a building or contiguous to a group of buildings for the temporary parking of a commercial vehicle while loading or unloading merchandise or materials.

¹⁶⁹ Based on feedback from staff and the Planning Commission.

¹⁷⁰ From current 11-54-1(g).

Lot

A portion of a subdivision or other parcel or tract of land intended as a unit for the transfer of title and/or for development.

Lot Lines

The property lines bounding a lot.

Lot Line, Front

The line separating such lot from any street. In cases where two lot lines face streets, then the Commission shall designate the front lot line or may designate more than one front lot line.

Lot Line, Rear

Any boundary of a lot which abuts an alley. If there is no alley abutting the lot, then the rear line shall be the boundary opposite the front lot line if there is one front lot line. If the Commission designates the front lot line or lines, the Commission shall also designate the rear lot line or lines.

Lot Lines, Side

Any boundary of a lot which is neither a front lot line nor a rear lot line.

Lot Width

Lot width refers to the horizontal distance between side lot lines as measured at the front setback line.

Manufactured Home, HUD-Code

A pre-constructed building unit or combination of pre-constructed building units constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width, or 40 body feet or more in length, or, when erected on site, is 400 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems. The term does not include a recreational vehicle or mobile homes.

Manufactured Home Space/Site¹⁷¹

A plot of ground within a manufactured home park designed for the accommodation of one manufactured home, together with its accessory structures including carports and other off-street parking areas, storage lockers, ramadas, cabanas, patios, patio covers, awnings, and other appurtenances.

Mature Tree

A tree on the City's approved plant list with a diameter at breast height (dbh) of eight inches or more.

Mature Spread

The distance measured across the widest diameter of a plant when it is fully grown.

Median

An area other than a centerline marked or constructed on a roadway or between two adjacent roadways for the purpose of separating traffic flowing in opposite directions.

Maximum Extent Practicable

Under the circumstances, reasonable efforts have been taken to comply with the requirement, the costs of compliance clearly outweigh the potential benefits to the public or would unreasonably burden the project, and reasonable steps have been taken to minimize adverse impacts resulting from noncompliance with the requirement.

Minor Subdivision

Any subdivision meeting the applicability standards in subsection --.

¹⁷¹ Replaced the word "mobile" with "manufactured."

Mobile Home¹⁷²

A structure that was constructed before June 15, 1976, transportable in one or more sections which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length or, when erected on site, is 400 or more square feet and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning and electrical systems.

Negative Impact

Any adverse external effect, such as noise, glare, hazardous condition, visual intrusion, or physical intrusion.

Nonconforming Lot

A legally-established lot that does not comply with the minimum lot requirements or subdivision regulations of this UDO.

Nonconforming Site Feature

Any driveway, off-street parking and loading, landscaping, buffer, screening, or exterior lighting that legally existed before adoption of this UDO but does not comply with the driveway, off-street parking and loading, landscaping, buffer, screening, or exterior lighting standards of this UDO.

Nonconforming Structure

A legally-established building or structure that does not comply with the area, height, or placement regulations of this UDO.

Nonconforming Use¹⁷³

A use that legally existed before adoption of this UDO, but does not comply with the terms of this UDO.

Nudity or State of Nudity¹⁷⁴

- A. The appearance of human anus, male or female genitals, or the areola or nipple of the female breast;
- B. A state of dress which fails to opaquely and fully cover a human anus, male or female genitals, pubic region or areola or nipple of the female breast.

Off-Street Parking Space

The space required to park one passenger vehicle which space shall be not less than two hundred (200) square feet in area, exclusive of access drives.

Parking Area

An area, other than a street or alley, designed or used primarily for the temporary parking of vehicles.

Peep Booth

Any enclosed or semi-enclosed space within the premises of a "sexually oriented business" wherein a film, video cassette or other video reproduction is shown, or wherein live nude models appear in any state of nudity or display any "specified anatomical areas" or simulate any "specified sexual activities."

Planned Unit Development¹⁷⁵

A development designed to accommodate varied types of development in patterns or layouts not otherwise permissible in other zoning districts of this UDO. Planned Unit Developments are designed to provide additional amenities or benefits to the City in return for flexibility in the design, layout, and dimensions of the development.

Plat¹⁷⁶

A map delineating the subdivision of land, commonly showing lots, blocks, streets, and other features relevant to the development of land pursuant to this UDO.

¹⁷² Replaces current definition for "mobile home."

¹⁷³ From current 11-5-2(b)(179), revised for clarity.

¹⁷⁴ From current 11-54-1(h).

¹⁷⁵ Replaces current 11-5-2(b)(121).

¹⁷⁶ From current 11-5-2(b)(123), revised to reference this UDO.

Porch¹⁷⁷

A covered or uncovered structure projecting from any wall of a principal building and supported by piers, posts, or columns and typically unenclosed and open to the elements.

Primary Use¹⁷⁸

The primary purpose for which a lot or the main building on a lot is designed, arranged, or intended to be used.

Private Room¹⁷⁹

A room in an adult motel that has a bed and bath in the room or adjacent room, and is used primarily for lodging.

Public Hearing

A formal meeting held under public notice, intended to inform and obtain public input.

Quorum

The minimum number of board, commission, or council members that must be present at a meeting to conduct official business or take official actions.

Redevelopment¹⁸⁰

Replacement of any existing primary building or expansion of any existing primary building in excess of 50 percent of the existing gross floor area or 10,000 square feet, whichever is less.

Reverse Frontage Lots

Lots which front on one public street and back on another. Also called "double frontage lots."

Rezoning

A change in the zoning district classification applied to land by the Zoning Map, reviewed and decided by the City Council under Section --.

Screen

A protective or ornamental device, fence, wall, hedge, or landscaping that shields an area from view or negative impacts.

Semi-Nude¹⁸¹

A state of dress in which clothing covers no more than the genitals, pubic region, and areola of the female breast, as well as portions of the body covered by supporting straps or devices.

Setback

The minimum distance that a building or structure must be located from a lot line or public right-of-way as required by this UDO.

Site Plan

A plan drawn to scale showing uses and structures proposed for a lot.

Site Plan Approval

Approval procedures pursuant to Section --.

Special Use Permit¹⁸²

A permit issued pursuant to Section -- for uses designated in the Table of Allowed Uses (Table 4.6-A) as requiring special use permit approval.

Specified Anatomical Areas¹⁸³

Includes any of the following:

¹⁷⁷ Replaces current 11-5-2(b)(125).

¹⁷⁸ Replaces definition for use, primary building to include lot and structure.

¹⁷⁹ From current 11-54-1(k).

¹⁸⁰ From current 11-6-15, Building Permits for New Development Projects and Redevelopment Projects.

¹⁸¹ From current 11-54-1(n).

¹⁸² From current 11-5-2(b)(157), revised for clarity.

¹⁸³ From current 11-54-1(o).

- A. Less than completely and opaquely covered human genitals, pubic region, anus, or female breasts below a point immediately above the top of the areola; or
- B. Human male genitals in a discernibly turgid state, even if completely and opaquely covered.

Specified Sexual Activities¹⁸⁴

Includes any of the following:

- A. The fondling or other intentional touching of human genitals, pubic region, buttocks, anus or female breasts;
- B. Sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, or sodomy;
- C. Masturbation, actual or simulated; or
- D. Human genitals in a state of sexual stimulation, arousal or tumescence;
- E. Excretory functions as part of or in connection with any of the activities set forth in A through D.

Staff

Employees of the City of Northglenn.

Stoop

A small porch, typically with a small platform at the top of a staircase leading to the entry of a building.

Story

That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor level directly above a basement, cellar, or unused underfloor space is more than six feet above grade as defined herein for more than 50 percent of the total perimeter or is more than 12 feet above grade as defined herein at any point, such basement, cellar, or unused underfloor space shall be considered as a story.

Stop Work Order

An order issued by the Director that directs the person responsible for an activity in violation of this UDO to cease and desist such activity.

Street¹⁸⁵

A dedicated way for vehicular traffic, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place, or otherwise designated.

Street, Front

A street on which the lots of a block or subdivision thereof generally front. The Commission shall designate front streets.

Street Right-of-Way

That portion of land dedicated to public use for street and utility purposes.

Street, Side

A street intersecting a front street. The Commission shall designate side streets.

Street Improvements¹⁸⁶

Street grading, street surfacing and paving, curbs, gutters, and sidewalks.

Street Tree

Trees located in the public right-of-way between the edge of the street and the edge of private or common property, and trees located in street medians. Street trees can also be located on private property abutting the street right-of-way.

¹⁸⁴ From current 11-54-1(p).

¹⁸⁵ From current subdivision regulations, revised for clarity.

¹⁸⁶ From 11-6-12.

Structure¹⁸⁷

Anything constructed, erected, or placed with a more or less fixed location on the ground or attached or resting on something having a fixed location on the ground.

Stub Street

A street or road extending from within a subdivision boundary and terminating there with no permanent vehicular turn around. Stub streets are provided to permit adjacent undeveloped parcels of land to be developed later with adjacent connecting street system.

Subdivider

Any person, partnership, joint venture, association, corporation, or legal representative capacity, or other legal entity or legal representative who shall participate in any manner in the dividing of land for the purpose, whether immediate or future, of sale or building development.

Subdivision

The division of a lot, tract, or parcel of land into two or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale or building development, whether residential, industrial, office, business, or other use. The term shall also include and refer to any division of land previously subdivided or platted but shall not include nor refer to a transaction or transactions which is or are exempt under the provisions of Section --.

Temporary Use Permit¹⁸⁸

A permit issues pursuant to the provisions of Section -- of this UDO.

Through Street

A street or portion of a street where vehicular traffic has the right-of-way and where vehicular traffic from intersecting streets by law must yield the right-of-way in obedience to either a stop sign or a yield sign.

Unimproved Street¹⁸⁹

Any street or portion thereof on which the street improvements have not been installed and constructed.

Use¹⁹⁰

The utilization of property as allowed by this UDO. Allowable uses for each zoning district are shown in Table 3.x.

Variance¹⁹¹

A development permit authorizing a deviation from the standards of this UDO where strict application of the standard creates a hardship due to circumstances particular to a lot and that is reviewed and decided by the Board of Adjustment pursuant to Section --.

Vestibule¹⁹²

An enclosed exterior entryway into a building.

Width of Lot

The distance parallel to the front lot line measured between side lot lines through that part of the building or structure where the lot is narrowest.

Yard

An open space other than a court, on a lot, unoccupied and unobstructed from the ground upward, existing or required on the same lot with a principal building.

Yard, Front

A yard between the front building line and the front lot line of the site and extending the full width of the site.

¹⁸⁷ Replaces current 11-5-2(b)(164).

¹⁸⁸ Replaces current 11-5-2(b)(166).

¹⁸⁹ From 11-6-12.

¹⁹⁰ From current 11-5-2(b)(176), revised to add reference to allowable use table (to be developed with Part 2).

¹⁹¹ Replaces current 11-5-2(b)(185).

¹⁹² Based on current definition in 11-5-2(b)(56.1) revised to apply more broadly to all building types.

Yard, Rear

A yard between the rear line of the building and the rear lot line of the site and extending the full width of the site.

Yard, Side

A yard between the building and the side lot lines of the site and extending from the front yard to the rear yard.

Zoning District

A specifically delineated area within which uniform standards govern the use, placement, spacing, size, and form of land and buildings.

Zoning Map¹⁹³

The official zoning map as adopted by the City of Northglenn.

¹⁹³ From current 11-5-2(b)(115), revised from "official map" to "zoning map."



Part 3:
Development Standards

City Council
May 7, 2018



CLARION



Scope of Work and Drafting Process

PROJECT OVERVIEW

Project Tasks



- Development Regulations Analysis and Annotated Outline

NOW

- Draft Unified Development Ordinance (UDO)

2018

- Draft zoning map revisions (led by staff)

2018

- Prepare final UDO

2018

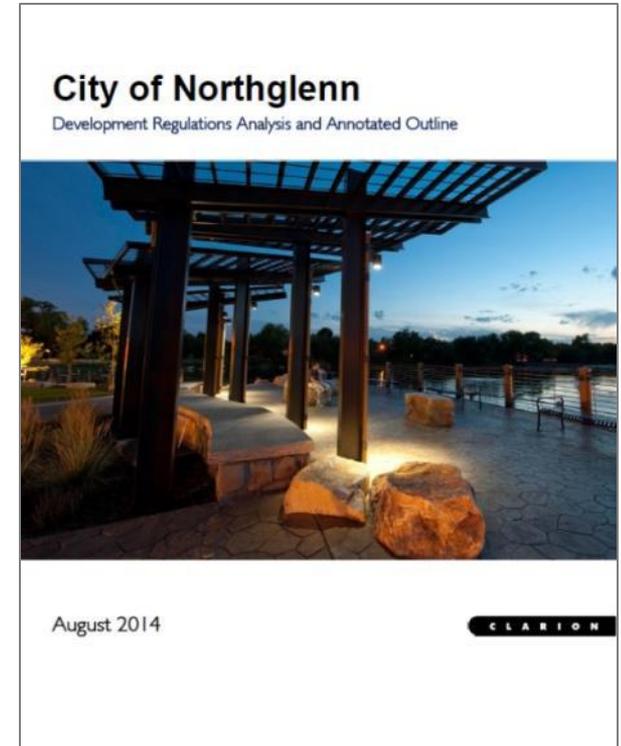
- Provide training materials



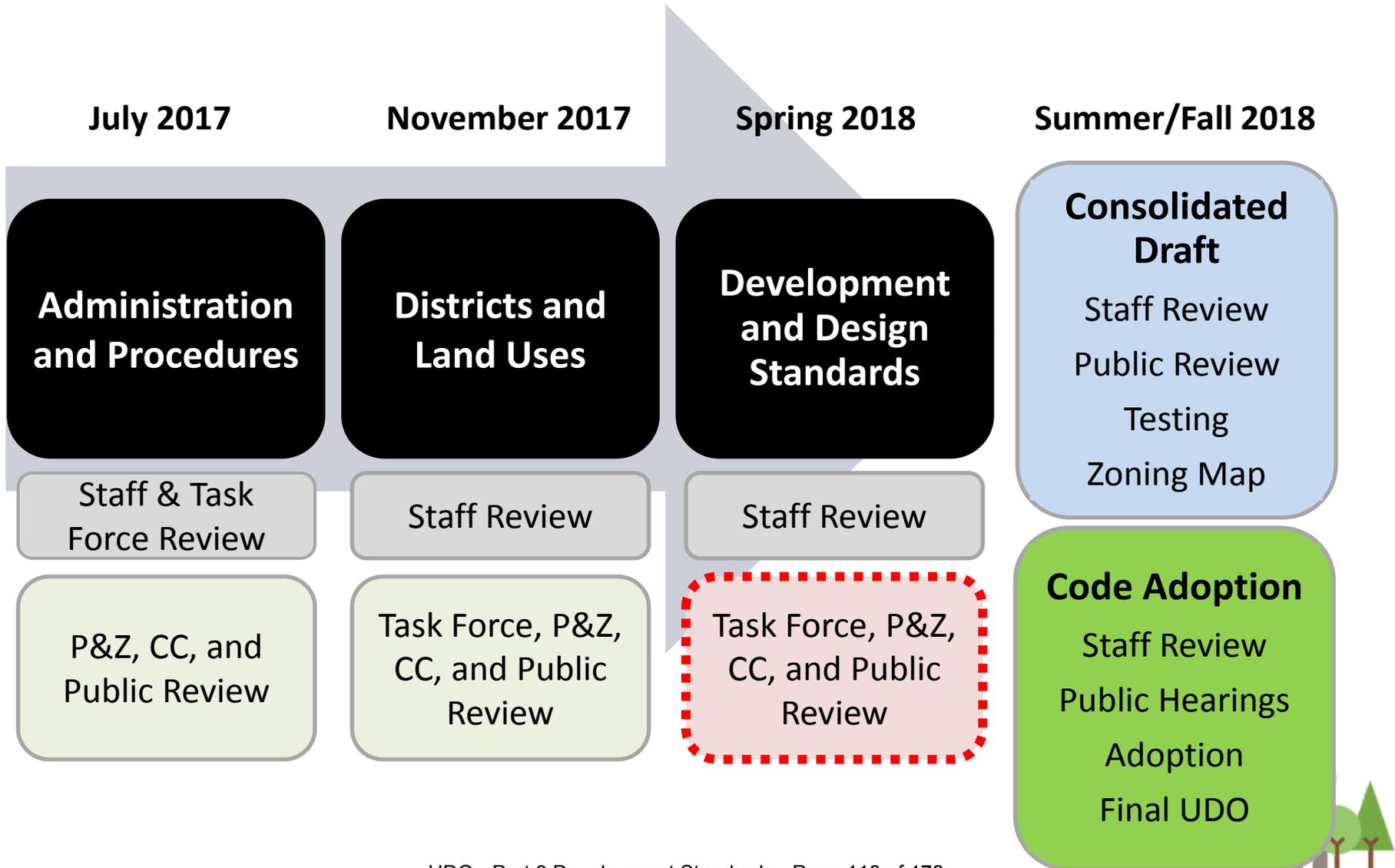
Analysis & Annotated Outline

Primary recommendations:

- **Create a more user-friendly document**
- Streamline development review procedures
- Update zoning districts and land uses
- **Improve development standards**



A New Code for Northglenn



Public Engagement

Key milestones

- ✓ • Project orientation
- ✓ • Analysis and annotated outline
- ✓ • Public drafts of code (in parts)
- Topic-specific meetings

Multiple methods

- In-person
- Phone & email
- Public meetings and hearings
- Project website





Development Standards

OVERVIEW OF PART 3

New Code Organization

Article 1 – General Provisions

Article 2 – Zoning Districts

Article 3 – Use Regulations

Article 4 – Development Standards

Article 5 – Subdivision Standards

Article 6 – Administration and Procedures

Article 7 – Definitions and Rules of Construction



Article 4: Development Standards

- **4.1** General purpose and applicability
- **4.2** Sensitive area protection
- **4.3** Regulations to minimize flood losses
- **4.4** Stormwater and drainage control
- **4.5** Access and circulation
- **4.6** Off-street parking and loading
- **4.7** Landscaping, screening, and fencing
- **4.8** Site and building design standards
- **4.9** Exterior lighting
- **4.10** Sign regulations



Notes about Development Standards

- Administrative Manual (not in UDO – separate manual with submittal requirements, fees, plant lists, etc.)
- Public Works Standards and Specifications (engineering standards outside the UDO)
- “To the maximum extent practicable” included to improve flexibility throughout development standards (not as strict as “maximum extent feasible”)
- “As approved by Director” also included for flexibility (e.g., comparable building materials as approved by Director)



Applicability Summary

Table 4.1-A: Development Standards Applicability Summary Table

√ = Applies

Section	New Development	Change of Use	Expansions and Enlargements
4.2, <i>Sensitive Area Protection</i>	√	√	To the maximum extent practicable
4.3, <i>Regulations to Minimize Flood Losses</i>	√	√	√
4.4, <i>Stormwater and Drainage Control</i>	√	√	Water quality standards apply to all new development and redevelopment; Entire section applies if disturbing more than one acre
4.5, <i>Access and Circulation</i>	√ - except for single-family or duplex that is not part of a new subdivision	If the change requires alteration of the site	Expansion by more than 25 percent of the floor area or site area; any expansion of a structure or use requiring a special use permit



4.2 Sensitive Area Protection

- Expands on current language to “be sensitive to existing natural amenities”
- Included new authority for Director to require building envelopes to be shown on plat and/or site plan or other development application



4.3 Regulations to Minimize Flood Losses

- Amended substantially in 2013, with updates in 2015
- Largely carried forward as-is
- Relocated definitions to end of Section 4.3





4.4 STORMWATER AND DRAINAGE CONTROL

Stormwater and Drainage Control

Summary of key changes:

- Based on current standards in Chapter 16 (public property, utilities, and services)
- Standards apply to all development and redevelopment disturbing more than one acre; water quality standards apply to all development
- Introduced new low-impact development options
- New alternative design procedure



Low-impact development (LID)

- OPTIONAL (not required)
- Requires coordination with engineering



An aerial photograph of a suburban residential development. The image shows a mix of winding residential streets, green spaces, and a central cluster of multi-story buildings. A prominent road runs vertically through the center, and another road curves horizontally across the middle. The overall layout is designed for access and circulation within the community.

4.5: ACCESS AND CIRCULATION



Pedestrian/Bicycle Circulation



Alleys



Multimodal Transportation System

Access and Circulation

- New section – mostly new standards
- Applies to new subdivisions and new development (except single-family and duplex)
- Addresses street connectivity and internal circulation
- Addresses multimodal (including pedestrian and bicycle circulation)





4.6: OFF-STREET PARKING AND LOADING



Parking Lot Landscaping/Design



On-Street & Structured Parking for Multifamily/Commercial



Parking Area Buffering and Landscaping

Off-Street Parking and Loading

- Applies to new development, expansions by 25 percent, uses requiring special use permit, and major improvements to existing parking areas
- Applies to changes of use if more than 25 percent additional parking is required with new use
- Exemption for properties less than 5,000 square feet lot size (except single-family and duplex and manufactured homes)



Off-Street Parking and Loading

Summary of key changes:

- New parking table (matches table of allowed uses)
- More consistent method for calculation (e.g., removed “per employee” standards)
- New parking maximum (125 percent of minimum required parking)
- New bicycle parking requirements (1:20)
- New parking alternatives (e.g., on-street, proximity to transit, shared parking)
- New drive-through design standards





4.7: LANDSCAPING, SCREENING, AND FENCING



Parking Area Surfacing/Landscaping



Parking Area Landscaping and Buffering



Service Area Loading and Screening

Landscaping, Screening, and Fencing

- Applies to new development, expansions by 25 percent, uses requiring special use permit, and major improvements to existing parking areas
- Exemptions for AG and OS districts; expansion of single-family, duplex, and manufactured home; conversion of residential to nonresidential



Landscaping, Screening, and Fencing

Summary of key changes:

- New general landscaping standards
- New low-water standards (high-water landscaping max. 50 percent; turf grass max. 30 percent)
- New tree preservation standards
- New alternative landscape procedure (unique site conditions; separate approval criteria)
- New retaining wall standards
- New installation and maintenance standards



Table 4.7-A: Minimum Required Landscaping

	Minimum Landscaped Area	Minimum Amount of Trees, Shrubs, and Grasses	Minimum Size of Trees, Shrubs, and Grasses at Planting
Residential districts	25 percent ⁸⁴	One tree and 10 shrubs or ornamental grasses for every lot for single-family and duplex; one tree and five shrubs or ornamental grasses per 800 square feet of landscaped area for all other uses	Deciduous: 1 1/2 inch caliper measured six inches above the base of the tree Coniferous: six feet in height
Mixed-use and commercial districts	20 percent	One tree and 10 shrubs or ornamental grasses per 500 square feet of landscaped area; one ornamental street tree per 40 linear feet of street frontage	Shrubs: five-gallon size Ornamental grasses: 18 inch spread at mature growth
Other nonresidential districts, except for AG and OS districts	15 percent	One tree per 500 square feet of landscaped area; one ornamental street tree per 50 linear feet of street frontage	



A photograph of a multi-story red brick building. The building features a prominent balcony on the second floor with a black metal railing and a small flower box. To the right, there is a classical portico with white columns and a decorative pediment. The building is set against a clear blue sky with some green foliage visible on the left side. A semi-transparent white box with blue text is overlaid on the lower half of the image.

4.8: SITE AND BUILDING DESIGN STANDARDS



Wall Articulation



Articulation and Roof Form



Articulation and Transparency (Windows)



Compatibility with Adjacent Buildings



Building Step-Backs

Site and Building Design Standards

- Applies to new development
- Applies to expansions/additions:
 - All buildings and site if 50 percent sf increase, 25 percent in number of dwelling units for multifamily; or 50 percent of façade facing ROW
 - Only portion of building or site being improved if sf increase by 10 percent or 10 percent or 10 dwelling units for multifamily
- Exemptions for AG district, expansions to single-family/duplex/man. home, and conversion from residential to nonresidential (if no site improvements required)



Site and Building Design Standards

- **Organization**
 - Residential site and building design
 - Mixed-use and nonresidential
- **Elements addressed**
 - Building placement/orientation
 - Building entrances
 - Building mass
 - Exterior finishes
 - Roof form
 - Transparency (window and door openings)



Site and Building Design Standards

Summary of key changes:

- New sliding scale for building variety (bigger subdivision = more variety)
- Did not carry forward requirement to wrap around three feet from front façade
- New standards for multi-building developments
- New bulk and roof plane requirements
- New transparency requirements



A photograph of a city street at dusk. On the left, there are historic buildings with dark roofs and small windows. On the right, a modern glass skyscraper is visible. The street is lined with trees decorated with warm white lights. Streetlights are on, and the sky is a deep blue.

4.9: EXTERIOR LIGHTING



Exterior Lighting

Exterior Lighting

- Current standards are minimal
- Combined lighting standards from current design standards (residential, commercial, and industrial)
- Added new requirement for “fully-shielded” lighting (downcast)
- Exemptions for single-family residential and outdoor string lighting (provided lighting does not spillover onto adjacent property)



4.10 Sign Regulations

- Sign code updated in 2017
- Largely carried forward Article 21 as-is with minimal revision
- Additional cleanup required for consolidated draft
 - Cross-references (e.g., sign code to say UDO)
 - Relocate definitions
 - Replace map (currently appendix A)



Article 5: Subdivision Standards

- **5.1** Purpose
- **5.2** Applicability
- **5.3** Subdivision design standards
- **5.4** Public improvements standards
- **5.5** Land dedications
- **5.6** Guarantee of public improvements



Subdivision Standards

Summary of key changes:

- Clarified compliance with zoning regulations (district standards)
- Changed requirement for pedestrian crossings on large blocks (over 1,000 feet) to “shall” instead of “may require”
- Further policy direction needed on land dedication and guarantees for public improvements





FURTHER DISCUSSION

Low-impact development (LID)

DISCUSSION:

Should incentives for LID be pursued, such as reduced landscaping and/or parking? Density and/or height bonuses?



Access and Circulation

DISCUSSION:

- Should residential driveways be required to use traditional paving materials (pavers or concrete), or should alternative porous or permeable materials be permitted?
- Internal parking area walkways – proposed for lots with more than 100 spaces. Is that too high? Too low?



Off-Street Parking and Loading

DISCUSSION:

- Parking for ADUs – proposed 1 per dwelling. Too low/high? Same for all districts?
- Parking lots adjacent to residential – carried forward six-foot fence requirement. Too high?
- Electric vehicle (EV) charging – require or incentivize? EV stalls vs. EV-ready stalls?



Landscaping, Screening, and Fencing

DISCUSSION:

- Discuss minimum landscaping requirements
- For redevelopment, should parking area landscaping be applied to the entire parking area or just the new required parking area?
- Appropriate fencing materials:
 - Chain link (currently allowed)?
 - Chicken wire?
 - Plastic/vinyl (currently allowed)?
 - Of the above – anywhere on site, or only on side and rear yards?



Site and Building Design Standards

DISCUSSION:

- Should applicability thresholds vary by district?
- Should 30 percent masonry (brick) requirement be retained for multifamily?
- Should fluorescent, metallic, and black/very dark colors be prohibited as primary color?





NEXT STEPS

Next Steps

- Consolidated Draft UDO [Summer 2018]
- Draft Zoning Map Conversions [Summer 2018]
- Testing [Summer 2018]
- Final Draft UDO [Fall 2018]



We Need Your Input!

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