

12.10 – Parkways

Sections

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12.10.010 – Parkway maintenance responsibility

- A. It is the responsibility of the owner of the lot or parcel adjacent to the parkway to mow the lawn areas of the parkway. The height of such grass lawn areas shall be governed by Section 8.28.020. If the owner does not maintain the grass lawn area to height requirements, the nuisance will be handled in accordance with Chapter 8.28.
- B. Exceptions to the responsibility set forth herein are described in the “Lawn Maintenance Agreement” which is annually executed by the City of St. Charles with the St. Charles Park District.
- C. It is the responsibility of the owner of the lot or parcel privately served by a sidewalk, approach type, to maintain and repair such sidewalk, approach type.

12.10.020 – Parkway plantings

The owner of the lot or parcel adjacent to the parkway may install private plantings in said parkway, subject to the following restriction:

- A. Private plantings shall not be installed in such a manner as to interfere with the accessibility to public and private utility infrastructure appurtenances. A clearance area around a public or private utility appurtenance shall be maintained with turf in accordance with the City’s Engineering Design and Inspection Policy Manual, Planting Guidelines Detail. The city or its designee shall have the right to remove private plantings within the parkway to perform maintenance work on existing public or private utilities, and shall not be required to replace the plantings so removed, but shall only be required to apply grass seed in such areas.
- B. Private plantings shall not be installed in such a manner as to interfere with the usage of public sidewalks or to cause unsafe passage of the same (Refer to “Standard Planting parkway Detail” in the City’s Engineering Design and Inspection Policy Manual).
- C. Private plantings shall not create an obstruction when vehicle occupants exit or enter vehicles parked along the edges of public roadways (Refer to “Standard Planting Parkway Detail” in the City’s Engineering Design and Inspection Policy Manual).
- D. The height of private plantings shall not exceed the maximum vertical height as defined in the “Standard Planting Parkway Detail” in the City’s Engineering Design and Inspection Policy Manual, except as may be specifically authorized by the Director of Public Works or designee. Notwithstanding the maximum allowable vertical height set forth herein, private plantings at street intersection shall not be installed so as to interfere with motorists’ sightlines. If the Director of Public Works determines that such interference exists, the owner shall remove such plantings, or trim them down to a height specified by the Director of Public Works.
- E. Private plantings shall not be installed within the parkway in such a manner as to interfere with the natural drainage of storm water. Private plantings shall be placed in such a manner as to provide stabilization for existing loose soils, in conformance with the adopted Kane County Stormwater Ordinance: Article 3 “Erosion and Sediment Control (NRCS)” ; Sect: 300.b.
- F. No private plantings shall be installed that would be considered a public health nuisance or would be considered to be hazardous to the public’s well-being as referenced in Section 12.20.070 and chapter 8.28 or determined by the Director of Public Works or designee.
- G. The owner of the lot or parcel adjacent to the parkway who installs private plantings with in the parkway shall be responsible for all maintenance and trimming of such plantings utilizing good standard Arborist practices or as directed by the Director of Public Works or designee. If the plantings die or are otherwise removed, the parkway must be planted with grass seed or sod.
- H. In the event of a conflict between the provisions of this chapter and the provisions of a recorded easement over a parkway, the more stringent provisions shall apply.
- I. Planting of trees and shrubs in the parkway is governed by chapter 12.20.

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12.10.030 – Mailboxes

- A. Mailboxes shall be installed at a minimum height of 42” above grade and a maximum of 48” above grade. The face of the box shall be a minimum of 12” and a maximum of 18” from the back of the curb or edge of the pavement as the case may be. Mailbox installation procedures shall follow the standards identified by the United States Postal Services (www.usps.com).
- B. Definitions. For purposes of this Section, the following definitions shall apply:
 - 1. “Standard mailbox” means a 4-inch by 4-inch wooden post, meeting the standards for height and set-back as prescribed by the United States Postal Service, with a plastic or aluminum containment box affixed to the top of post.
 - 2. “Specialty mailbox” means a mailbox that is constructed of a rigid or alternative material such as masonry, brick, block, decorative steel, or other non-standard composite.
- C. Installation of a specialty mailbox shall require a right-of-way permit from the City prior to installation, pursuant to the following procedures and conditions:
 - 1. An application for such permit shall be pursuant to the City’s standard application form.
 - 2. The maximum base size of a specialty mailbox shall not exceed 3’ x 3’.
 - 3. The maximum height of a specialty mailbox shall not exceed 5.5’.
 - 4. The location of the specialty mailbox shall be approved by the City as part of the permit approval process.
 - 5. The City shall require that a “covenant running with the land” outlining owner’s responsibilities and liabilities, in the City’s standard form, be recorded with the appropriate County Recorder’s Office.
 - 6. Issuance of a permit by the City shall not be construed to mean that the proposed specialty mailbox meets the standards of, or has been approved by, the United States Postal Service. Any relocation or replacement of a specialty mailbox required by the United States Postal Service shall be at the owner’s sole expense.
- D. The owner of the lot or parcel adjacent to the parkway shall be responsible for all costs associated with maintaining, replacing or relocating the mailbox located thereon; provided, however, that any mailbox, whether standard or specialty, that is damaged due to City actions such as snow plowing or construction activities, or that needs to be relocated due to the change of the roadway width by the City, shall be replaced and installed by the City with a standard mailbox. At the option of the owner of the lot or parcel, in lieu of such replacement and installation, the City shall pay to the owner a sum of money equal to the cost of materials of a standard mailbox. In such case, it shall be the owner’s responsibility to install and, if necessary, relocate a replacement mailbox.

(2013-M-14 : § 2)