Village of Lincolnwood
Plan Commission

Meeting
Wednesday, November 16, 2016
7:00 P.M.

in the
Council Chambers Room
Lincolnwood Village Hall - 6900 North Lincoln Avenue

Agenda

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
   October 6, 2016 Minutes
   Request: Consideration of regulations relative to Warehouse and Self-Storage uses in the M-B and O-1 Zoning Districts, including properties with frontage on Cicero Avenue, Devon Avenue, Lincoln Avenue, and Touhy Avenue.
5. Case #PC-10-16: Public Hearing: 4320 West Touhy Avenue – Special Uses and Variations (Continued from November 2, 2016, October 6, 2016, September 7, 2016 and July 6, 2016)
   Request: Petitioner seeks certain approvals for a multi-tenant retail building with drive-through and off-street parking area.
6. Major Subdivision: Elimination of Preliminary Plat Review
   Request: Lincolnwood School District #74 seeks a waiver of the required Preliminary Plat review in order to proceed to the Final Plat review for the Consolidation of lots on the School District property.
7. Approval of 2017 Plan Commission Schedule
8. Other Business
9. Next Meeting
10. Public Comment
11. Adjournment
I. Call to Order

Chairman Yohanna noted a quorum of four members and called the meeting to order at 7:03 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Motion to approve the September 7, 2016 Plan Commission Minutes was made by Commissioner Fishman and seconded by Commissioner Novoselsky.

Aye: Fishman, Novoselsky, Sampen, and Yohanna
Nay: None
Motion Approved: 4-0

IV. Case #PC-16-16: Public Hearing: 4120 West Morse Avenue – Map Amendment

Chairman Yohanna announced Case #PC-16-16 to rezone the property located at 4120 West Morse Avenue from the B-1 Traditional Business District to the R-3 Residential Zoning District. Chairman Yohanna swore in the Petitioner, Mr. Lon Nianick, and other members of the audience wishing to address the Plan Commission on this matter.
Development Manager Cook presented the request to rezone the property located at 4120 West Morse Avenue located on the corner of Lincoln and Morse Avenues. The home was constructed in 1956 and has been located in the B-1 District since at least 1962. In accordance with the proposed 2016 Comprehensive Plan, property along Lincoln Avenue is planned for commercial use only. The subject property is the only single-family use within the B-1 District. The new R-3 District would reflect the current use of the property, remove the nonconforming status, and allow reinvestment in the property.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Listed below are comments from members of the audience.

Mr. Lon Nianick, 4120 West Morse Avenue, was not aware of this zoning classification until July of this year. If the property was damaged by more than 50 percent, he would be unable to rebuild. The property is not salable without this rezoning.

Ms. Harriet Levin, 6923 Kedvale Avenue, spoke in support of this request.

Ms. Mae Nessenson, 6902 North Karlov Avenue, also came to support this request and wondered if this change in zoning would affect her property.

Mr. Tom Sdralis, 4116 West Morse Avenue, stated he does not want to live next to a commercial lot and is in support of this rezoning.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

Motion to approve the rezoning for 4120 West Morse Avenue from the B-1 Traditional Business District to the R-3 Residential Zoning District was made by Commissioner Fishman and seconded by Commissioner Sampen.

Aye: Fishman, Sampen, Jakubowski, Novoselsky, and Yohanna
Nay: None
Motion Approved: 5-0

V. Case #PC-17-16: Public Hearing: 7001 North Ridgeway Avenue – Special Use and Variations

Chairman Yohanna announced Case #PC-17-16 for certain approvals for a building addition and reconfiguration of an off-street parking area. Chairman Yohanna swore in the Petitioner’s representative, Mr. Ken Price of Watermark Engineering Resources, Ltd., 2631 Ginger Woods Parkway, Aurora, Illinois.

Development Manager Cook presented an overview of the proposed Special Use and Variations requested for Food 4 Thought, located at 7001 North Ridgeway Avenue in the M-B Manufacturing/Business Zoning District for a 4,680-square-foot addition to the rear of the existing building.
The Special Use request is to allow off-street parking in the corner side yard. The Petitioner proposes a redesign of the off-street parking area as a result of the building addition. The off-street parking area to the rear of the existing building will be expanded south to Lunt Avenue.

The first requested Variation is to allow a building addition within the required five-foot side yard setback. The setback at the rear corner of the building measures 2.8 feet. The majority of the building is within the required setback.

The second requested Variation is to allow less than the minimum number of off-street parking spaces. According to the Zoning Code, catering uses require, at minimum, 2 spaces per 1,000-square feet of space and 1 space for every 2 full-time employees. The Zoning Code requires, at minimum, 34 off-street parking spaces. The Petitioner has not provided the total number of full-time employees; therefore, the total number of off-street parking spaces may be revised. At the present time, there are only six off-street parking spaces in the proposed plan. Food 4 Thought is proposing additional on-street parking along Ridgeway Avenue which is subject to review by the Traffic Commission and Village Board. These on-street parking spaces cannot be included in the total number of required off-street parking spaces. Mr. Price stated the existing parking lot was formerly striped for 14 spaces, it actually is only used for 4-5 cars. This area is where all the truck dock operations occur and does not function as a parking area.

The third requested Variation is to allow less than the minimum dimensions for off-street loading spaces. The proposed addition includes a new off-street loading and staging area from the east facing elevation to the south facing elevation. The stalls are proposed to be 11.4-feet-wide and 24 feet in length. The Zoning Code requires a minimum of 10-feet-wide by 55 feet in length. Mr. Price stated that the new loading spaces will be accessed by smaller vehicles.

The four requested Variation is to allow less than the minimum perimeter landscaping for off-street parking. The Zoning Code requires a minimum eight-foot perimeter landscape area and continuously planted hedges or massing of shrubs. The eastern lot line would require an eight-foot perimeter landscape area, and the Petitioner is proposing five feet in width. The proposed plantings will not be continuous and low growing.

The last requested Variation calls for less than the required interior landscape islands and plantings. The Zoning Code requires a nine-foot by twenty-foot landscape island at the end of each parking row and requires one tree for each island. The Petitioner is proposing no new trees, although the Petitioner has indicated they would contribute to the Village’s tree bank.

Commissioner Fishman said he would like more information regarding movement of traffic and number of full-time employees to make a true and fair hearing and was not prepared to make a recommendation at this time.

Commissioner Sampen had issue with the lack of parking and did not believe they meet the Variation standards. Mr. Price stated that Food 4 Thought will not be adding any additional employees. The parking situation would stay as is. This addition is to reorganize their business operations, not add to it. Mr. Price furnished aerial photographs since 2002 showing how consistently underutilized the parking lot actually is. Food 4 Thought also proposes, at their expense, to reconfigure the parallel parking spaces along Ridgeway Avenue, resulting in six more on-street parking spaces.
Commissioner Jakubowski stated that the Petitioner is attempting to improve their business and that additional information is not going to change the fact they are not adding additional employees or adding to the parking situation. Commissioner Novoselsky agreed with Commissioner Jakubowski that additional information would not be relevant and would make a recommendation to approve this request.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

Motion to approve the requested Special Use and Variations for the property located at 7001 West Ridgeway Avenue, subject and contingent upon Traffic Committee and Village Board approval for the off-street parking, was made by Commission Novoselsky and seconded by Commissioner Jakubowski. This approval is also contingent with the following Development Review Team recommendations.

1. The Petitioner pays $2,400 into a tree planting fund for the replacement of a ten-inch Norway Maple and a six-inch Kentucky Coffee Tree.
2. The existing water meter on Ridgeway Avenue is to be moved inside of the building or the existing composite cover is to be replaced with a steel cover.
4. Engineer review and approval prior to the issuance of a Building Permit.
5. Knox Box Installation - Prior to issuance of Certificate of Occupancy, a Knox Box at the main entrance should be installed. Keys will need to be supplied by the tenant for emergency access by fire companies.

Aye: Novoselsky, Jakubowski, Fishman, and Yohanna
Nay: Sampen
Motion Approved: 4-1

VI. Case #PC-15-16: Public Hearing: Text Amendments – Warehouse and Self-Storage

Chairman Yohanna announced Case #PC-15-16 for consideration of regulations relative to Warehouse and Self-Storage uses in the M-B and O-1 Office Zoning Districts, including properties with frontage on Cicero Avenue, Devon Avenue, Lincoln Avenue, and Touhy Avenue. This Public Hearing was continued from the September 7, 2016 Plan Commission meeting.

Development Director McNellis provided background from the September 7, 2016 meeting which focused on the different definitions for a warehouse as a primary use versus a warehouse as an accessory use to sales tax producing business, the impact of the proposed amendments on 7373 North Cicero Avenue and whether it has frontage along Lincoln Avenue, and the impact on O-1 properties if an outright prohibition is enacted. The proposed amendment is to remove the permissibility for these uses on commercial arterial roadways in the M-B and O-1 Zoning Districts.
Development Director McNellis presented the new definitions for Warehouse uses and Retail Sales and Service uses. The new warehouse definition reads “a building or structure used principally for the storage of goods and merchandise, or data storage servers”. The new definition for Retail Sales and Services reads “a commercial enterprise that provides goods and/or services directly to the consumer where such goods are available for immediate purchase and removal from the premises by the purchaser. Such an enterprise may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.” The goal is to take non-sales tax producing uses off commercial arterial roadways.

There was discussion regarding specific verbiage of both the Warehouse and Retail Sales and Services definitions as well as the types of uses specific to each. As a result of this discussion, these definitions will be reworked and presented at the November 2, 2016 Plan Commission meeting.

Development Director McNellis confirmed that the property at 7373 North Cicero Avenue does not have frontage on Lincoln Avenue according to Cook County’s mapping system, Sidwell Maps, and the Village’s GIS system.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

Regarding the impact on the outright prohibition of Warehouse and Self-Storage uses in the O-1 Office Zoning District, one existing business in this district would become a legal nonconforming use, if the prohibition was instituted in the entire Zoning District. Staff’s recommendation is to retract the proposal of an outright prohibition in favor of treatment similar to the M-B Zoning District.

**Motion to continue** to the November 2, 2016 Plan Commission meeting was made by Commissioner Sampen and seconded by Commissioner Novoselsky.

**Aye: Sampen, Novoselsky, Fishman, Jakubowski, and Yohanna**

**Nay: None**

**Motion Approved: 5-0**

**VII. Case #PC-10-16: Public Hearing: 4320 West Touhy Avenue – Special Uses And Variations**

Chairman Yohanna announced Case #PC-10-16 for consideration of certain approvals for a multi-tenant retail building with drive-through and off-street parking area. This Public Hearing was continued from the September 7, 2016 and July 6, 2016 Plan Commission meetings. Since the traffic report will need to be revised and resubmitted, this Public Hearing will be continued to November 2, 2016.

**Motion to continue**, without discussion, to the November 2, 2016 Plan Commission meeting was made by Commissioner Sampen and seconded by Commissioner Fishman.

**Aye: Sampen, Fishman, Jakubowski, Novoselsky, and Yohanna**

**Nay: None**
Motion Approved: 5-0

VIII. Other Business

Commissioner Fishman acknowledged receipt of the Development Update Report.

Development Director McNellis mentioned to the Plan Commission the Village’s desire to transition to electronic Plan Commission packets versus paper packets, as has been done for the Village Board and Advisory Board’s over the past several years. Some laptops could be provided for meeting usage by Commissioner’s, if needed. Many members of the Plan Commission stated their concern with such proposal. Staff will follow up on this.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission. Let the record state that no one came forward.

IX. Next Meeting

The next meeting of the Plan Commission is scheduled for Wednesday, November 2, 2016.

X. Adjournment

Motion to adjourn was made by Commissioner Sampen and seconded by Commissioner Jakubowski. Meeting adjourned at 9:10 p.m.

Aye: Sampen, Jakubowski, Fishman, Novoselsky, and Yohanna
Nay: None

Motion Approved: 5-0

Respectfully submitted,

Kathryn M. Kasprzyk
Community Development Coordinator
Subject Property: Continued Consideration of Text Amendments to the M-B and O-1 Zoning Districts to Establish New Regulations and Modify Existing Regulations Relative to Businesses that are Primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways

Requested Action: Text Amendments to Article II, Section 2.02, Definitions, Article IV, Sections 4.04, Use District Table, 4.07, Additional Use Standards for Business and Office Districts and 4.08, Additional Use Standards for M-B Light Manufacturing/Business District, to consider establishing new regulations and modifying existing regulations relative to businesses that are primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways.

Petitioner: Village Board

Summary:
Background
At the October 6, 2016 meeting, the Plan Commission reviewed the three definitions associated with the proposed text amendment and spent considerable time discussing the definitions of both a Warehouse and Retail Sales & Service. The definitions presented by Staff were found to be lacking in that they did not address several issues. These issues included: 1) how to incorporate "Data Storage Farms" and other similar mechanical storage facilities into the Warehouse definition; 2) cross-referencing between the Warehouse and Retail Sales and Services definitions; 3) addressing new commercial goods delivery services, such as internet sales warehouse facilities; and 4) revising sentence constructs for consistency within definitions. The Plan Commission was, however, comfortable with the definition of Self-Storage facility, and there was a consensus that it remain as previously proposed. Staff was requested to further revise the Warehouse and Retail Sales & Service definitions and return to the next Plan Commission meeting for a final review.

At the October meeting, the Plan Commission also considered the previous Staff recommendation that warehouse and self-storage uses be eliminated entirely as permissible uses in the O-1 (Office) Zoning District in light of concerns raised by an owner of property in the O-1 Zoning District. Although it was determined that the property in question would not be impacted by the proposed text amendment, the Plan Commission determined it was most appropriate to treat the O-1 Zoning District similarly to the M-B Zoning District and not consider an outright prohibition on these uses in the entire O-1 Zoning District.
Previous Definitions
Previously, Staff recommended revising the definitions of a Warehouse and Retail Sales and Service as follows:

**Warehouse** - A building or structure or part thereof, used principally for the storage of goods and merchandise.

**Retail Sales and Services** – A commercial enterprise that provides goods and/or services directly to the consumer, where such goods are available for immediate purchase and removal from the premises by the purchaser. *Such an enterprise may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.*

Revised Definitions
Based upon discussion at the October 6, 2016 meeting, the definitions have been further revised to address the Plan Commission’s concerns as follows:

**Warehouse** - A building or structure used principally for the storage of goods, and merchandise, material and/or equipment. *A Warehouse would not be considered Retail Sales and Services, as defined elsewhere in this Section 2.02.*

**Retail Sales and Services** – A commercial enterprise that provides goods and/or services directly to the consumer, where such goods and/or services are available for immediate purchase and removal from the premises by or on behalf of the purchaser. *Such a commercial enterprise, that provides goods and/or services directly to the consumer, may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.*

Highlighted = New proposed language, based on PC discussion
Highlighted = Revised language, based on PC discussion (Staff does not believe this highlighted section is necessary).

With regard to the concern regarding how to address online retailer warehouse facilities, Staff has researched how sales tax is collected from these facilities. State Law currently requires that any retailer not based in the state, but with a facility here, must pay only a flat Illinois “Use Tax”. This tax is payable to the state, and no funds would accrue to the community in which the warehouse is located. As there appears to be no movement on the horizon for Amazon or similar companies to add a retail store to the front of these warehouses, it would appear such facilities would not generate sales tax to the Village. In fact, Amazon is growing their delivery network so that items purchased online can be delivered directly to consumers the same day items are ordered, rather than looking to add sales portals at their facilities. As such, Staff would not recommend accommodating these types of uses on arterial roadways.

Conclusion
The Village has limited commercially-zoned property. The M-B Zoning District has frontage on three of the major commercial corridors in the Village and such frontage bisects and creates a break in the commercial nature of those corridors. Further, warehouse and self-storage facility uses currently permitted in the M-B and O-1 Zoning Districts do not produce sales tax, employ a
significant workforce, provide structures of an aesthetic standard consistent with commercial uses, or otherwise contribute to the commercial nature of those corridors. For these reasons, staff recommends the proposed Text Amendments.

**Staff Recommendation**
In light of the information presented earlier in this memorandum and in previous memoranda, staff now recommends the following detailed text amendments:

- **Define Self-Storage Facility & Add Permissibility to O-1 and M-B Zoning District** – Amend Section 2.02, Definitions, of the Zoning Code, so as to avoid any confusion as to whether or not this use is permissible in certain Districts and under certain conditions. Add Self-Storage Facility as a Special Use in the O-1 Office Zoning District and as a Permitted Use in the M-B, Manufacturing & Business Zoning District, consistent with the permissibility of a Warehouse Use. Staff recommends the following proposed definition:

  Self-Storage Facility - A building or group of buildings with controlled access, housing independent, fully-enclosed modules, bays, or compartments that are leased to individuals or businesses exclusively for the temporary storage needs of small businesses and residential households.

- **Re-define Warehouse** – Amend Section 2.02, Definitions, of the Zoning Code, to make it clear a warehouse is a building used principally for storage. The definition is amended to remove the stipulation that a warehouse can be part of a structure, to provide the cross-reference to the definition of “Retail Sales and Services” and to add “material and/or equipment” to cover uses such as data storage farms and other types of storage:

  Warehouse - A building or structure used principally for the storage of goods, merchandise, material and/or equipment. A Warehouse would not be considered Retail Sales and Services as defined elsewhere in this Section 2.02.

- **Re-define Retail Sales and Services** – Amend Section 2.02, Definitions, of the Zoning Code, to specifically state that warehouse space can be an accessory use to a commercial enterprise. In addition, revise and fix the sentence constructs to carry the “goods and/or services” description of a commercial enterprise throughout the definition:

  Retail Sales and Services – A commercial enterprise that provides goods and/or services directly to the consumer, where such goods and/or services are available for immediate purchase. Such a commercial enterprise, that provides goods and/or services directly to the consumer, may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.

- **Prohibit Warehouse and Self-Storage Facility uses in the M-B and O-1 Zoning Districts on Lots with Frontage on the Following Commercial Arterial Roadways: North Cicero Avenue, West Devon Avenue, North Lincoln Avenue, or West Touhy Avenue** – Amend Section 4.07, Additional Use Standards for Business and Office Districts and 4.08, Additional Use Standards for M-B Light Manufacturing/Business District of the Zoning Code to add this specific standard.

**Documents Attached**
1. Plan Commission Memo and Attachments for October 6, 2016 meeting
Subject Property: Continued Consideration of Text Amendments to the M-B and O-1 Zoning Districts to Establish New Regulations and Modify Existing Regulations Relative to Businesses that are Primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways

Requested Action: Text Amendments to Article II, Section 2.02, Definitions, Article IV, Sections 4.04, Use District Table, 4.07, Additional Use Standards for Business and Office Districts and 4.08, Additional Use Standards for M-B Light Manufacturing/Business District, to consider establishing new regulations and modifying existing regulations relative to businesses that are primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways.

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Revised Definitions
Based upon discussion at the October 6, 2016 meeting, the definitions have been further revised to address the Plan Commission’s concerns as follows:

**Warehouse** - A building or structure used principally for the storage of goods, and merchandise, material and/or equipment. **A Warehouse would not be considered Retail Sales and Services, as defined elsewhere in this Section 2.02.**

**Retail Sales and Services** – A commercial enterprise that provides goods and/or services directly to the consumer, where such goods and/or services are available for immediate purchase and removal from the premises by or on behalf of the purchaser. **Such a commercial enterprise, that provides goods and/or services directly to the consumer, may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.**

Highlighted = New proposed language, based on PC discussion
Highlighted = Revised language, based on PC discussion (Staff does not believe this highlighted section is necessary).

With regard to the concern regarding how to address online retailer warehouse facilities, Staff has researched how sales tax is collected from these facilities. State Law currently requires that any retailer not based in the state, but with a facility here, must pay only a flat Illinois “Use Tax”. This tax is payable to the state, and no funds would accrue to the community in which the warehouse is located. As there appears to be no movement on the horizon for Amazon or similar companies to add a retail store to the front of these warehouses, it would appear such facilities would not generate sales tax to the Village. In fact, Amazon is growing their delivery network so that items purchased online can be delivered directly to consumers the same day items are ordered, rather than looking to add sales portals at their facilities. As such, Staff would not recommend accommodating these types of uses on arterial roadways.

Conclusion
The Village has limited commercially-zoned property. The M-B Zoning District has frontage on three of the major commercial corridors in the Village and such frontage bisects and creates a break in the commercial nature of those corridors. Further, warehouse and self-storage facility uses currently permitted in the M-B and O-1 Zoning Districts do not produce sales tax, employ a
• Define Self-Storage Facility and Add Permissibility to O-1 and M-B Zoning District – Amend Section 2.02, Definitions, of the Zoning Code, so as to avoid any confusion as to whether or not this use is permissible in certain Districts and under certain conditions. Add Self-Storage Facility as a Special Use in the O-1 Office Zoning District and as a Permitted Use in the M-B, Manufacturing and Business Zoning District, consistent with the permissibility of a Warehouse Use. Staff recommends the following proposed definition: Self-Storage Facility - A building or group of buildings with controlled access, housing independent, fully-enclosed modules, bays, or compartments that are leased to individuals or businesses exclusively for the temporary storage needs of small businesses and residential households.

• Re-define Warehouse – Amend Section 2.02, Definitions, of the Zoning Code, to make it clear a warehouse is a building used principally for storage. The definition is amended to remove the stipulation that a warehouse can be part of a structure. In addition, the Plan Commission should consider if a computer server farm needs to be singled out in this definition. If it is important all of these caveats be considered in the definition, it would be as follows: Warehouse - A building or structure used principally for the storage of goods, merchandise, or data storage servers.

• Re-define Retail Sales and Services – Amend Section 2.02, Definitions, of the Zoning Code, to specifically state that warehouse space can be an accessory use to a commercial enterprise. This is implied in the existing definition, but is clearly stated in the proposed revised definition, as follows: Retail Sales and Services – A commercial enterprise that provides goods and/or services directly to the consumer, where such goods are available for immediate purchase and removal from the premises by the purchaser. Such an enterprise may incorporate warehouse space as an accessory use, subordinate to the primary use of the business as a commercial enterprise.

• Prohibit Warehouse and Self-Storage Facility Uses in the M-B and O-1 Zoning Districts on Lots With Frontage on the Following Commercial Arterial Roadways: North Cicero Avenue, West Devon Avenue, North Lincoln Avenue, or West Touhy Avenue – Amend Section 4.07, Additional Use Standards for Business and Office Districts and 4.08, Additional Use Standards for M-B Light Manufacturing/Business District of the Zoning Code to add this specific standard.

Conclusion
The Village has limited commercially-zoned property. The M-B Zoning District has frontage on three of the major commercial corridors in the Village and such frontage bisects and creates a break in the commercial nature of those corridors. Further, warehouse and self-storage facility uses currently permitted in the M-B and O-1 Zoning Districts do not produce sales tax, employ a significant workforce, provide structures of an aesthetic standard consistent with commercial uses, or otherwise contribute to the commercial nature of those corridors. For these reasons, staff recommends the proposed Text Amendments.

Documents Attached
1. Maps showing boundaries of 7373 North Cicero Avenue
2. Plan Commission Memo and Attachments for September 7, 2016 meeting
7373 N. Cicero Avenue

Boundary Maps

Village GIS Mapping
(7373 N. Cicero Avenue highlighted in red)

Cook County Mapping
(7373 N. Cicero Avenue highlighted in blue)
Sidwell Map

(7373 N. Cicero Avenue highlighted in yellow)
**Subject Property:** Consideration of Text Amendments to the M-B and O-1 Zoning Districts to Establish New Regulations and Modify Existing Regulations Relative to Businesses that are Primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways

**Requested Action:** Text Amendments to Article II, Section 2.02, Definitions, Article IV, Sections 4.04, Use District Table, and 4.08, Additional Use Standards for M-B Light Manufacturing/Business District, to consider establishing new regulations and modifying existing regulations relative to businesses that are primarily Warehouse or Self-Storage Uses on Certain Commercial Arterial Roadways.

**Petitioner:** Village Board

**Summary:**

**Background**
The Village Board approved a one-year moratorium on warehouse and self-storage uses along certain commercial arterial roadways on July 19, 2016. Currently, warehouses and self-storage facilities (which are defined as warehouses) are permitted in the M-B, Manufacturing/Business Zoning District and are Special Uses in the O-1, Office Zoning District. In previous discussions with the Village Board and Plan Commission, staff noted that neither warehouses nor self-storage facilities are the type of uses typically anticipated to be found on the Village’s major commercial arterial roadways, such as Touhy Avenue, Lincoln Avenue, Cicero Avenue, and Devon Avenue.

Given the limited scope of Lincolnwood’s commercial corridors, the Village found it prudent to discuss whether or not non-sales tax producing uses such as these should be located along corridors where the Village’s primary goals include sales tax generation and the creation of inviting, aesthetically pleasing corridors where commercial services and sales of goods take place on well-landscaped lots with structures adhering to specific design guidelines. These corridors are often the gateway to the community, providing visitors a first impression of Lincolnwood. While warehouse and self-storage facilities certainly have a place in the community, the general feeling of the Village Board and Plan Commission was that consideration should be given as to where that place should be.

**Research of Neighboring Communities**
Staff reviewed the regulations of eight nearby communities and found that all permit warehouse uses in at least one zoning district, and all but one (Wilmette), permit self-storage facilities.
somewhere in their community (see attached chart). By and large, like Lincolnwood, these uses are exclusively permitted in these communities’ Industrial, Manufacturing, and/or Heavy Commercial Zoning Districts. However, while other communities also have industrial-zoned properties along sections of arterial roadways, they are always located in specific industrial “hubs” which are disconnected from the commercial stretch of the arterial roadway. In Lincolnwood, the M-B and O-1 Zoning Districts are immediately adjacent to, or in the middle of, major commercial roadway corridors. As an example, while Skokie has an industrial park along McCormick Boulevard, virtually none of that corridor (with the exception of the new development at the northwest corner of Touhy and McCormick) is commercial. In Lincolnwood, Devon Avenue is bisected by an M-B District, with commercial uses on either side of the M-B property fronting that roadway. The same is true of Touhy Avenue and Lincoln Avenue. In fact, a Retail Overlay District was placed on a large portion of the M-B zoned Touhy Avenue frontage to further encourage commercial uses in that commercial corridor. In the case of Cicero Avenue, the O-1, Office Zoning District is immediately adjacent to the Touhy Avenue commercial corridor and in an area where the Village has stated interest in growing the commercial corridor further north to the Corporate Limits (at Jarvis Avenue).

**Impacted Properties in M-B and O-1**

In reviewing the properties in the M-B and O-1 Zoning Districts that would be impacted by the proposed text amendments, staff has determined there are a total of 29 properties that have frontage on Cicero Avenue, Devon Avenue, Lincoln Avenue, or Touhy Avenue (see attached highlighted maps). All 29 properties could conceivably be impacted by limitations on future users if warehouse or self-storage uses were no longer permitted. Of those 29 properties, there are currently two self-storage facilities in these districts that would be impacted. In addition, there are two vacant warehouses that are currently for lease or redevelopment, and there are four properties where the majority of the business may be warehouse-related. As a result, a total of up to eight properties could be most impacted by the prohibitions being proposed. In those locations where an existing warehouse or self-storage facility is open and operating on the day such a prohibition were to be approved (approximately six of the 29 impacted properties would likely meet this criteria), the business would be permitted to remain and function as it currently does. However, those properties would be subject to the Non-Conforming Uses section of the Zoning Code. The uses would be considered “Legal, Non-Conforming” and would be permitted to operate under the following conditions:

9.02 Continuance of nonconforming use.

**(1)**

Any use of a structure or land that was lawfully established as of the effective date of this Zoning Ordinance that does not conform to the use regulations for the zoning district in which it is located shall be deemed to be a **legal nonconforming use** and may be continued only in accordance with the limitations and standards provided in this Article IX.

**(2)**

Any legal nonconforming use of a structure may be continued, provided there is no physical expansion or extension other than necessary maintenance and repair, except as otherwise permitted in accordance with this Article IX. The owner of the subject property shall bear the burden of establishing that any nonconforming use is a legal nonconforming use, as defined and regulated by this Article IX.
9.03 Expansion of nonconforming use.
(1) A nonconforming use shall not be increased in intensity, nor expanded or extended beyond the floor area or lot area occupied as of the date on which such use became nonconforming, or in a manner that displaces any conforming use in the same structure or on the same parcel.

9.05 Discontinuance or abandonment of nonconforming use.
(1) Whenever any part of a structure or land occupied by a nonconforming use is changed to or replaced by a use conforming to the provisions of this ordinance, such premises shall not thereafter be used or occupied by any nonconforming use, even though the structure may have been originally designed and constructed for the prior nonconforming use.
(2) Whenever a nonconforming use of a structure, or part thereof, has been discontinued for a period of six consecutive months, or whenever there is evident a clear intent on the part of the owner to abandon a nonconforming use, such use shall not, after being discontinued or abandoned, be reestablished, and the use of the premises thereafter shall conform with the use regulations of the zoning district in which it is located.

Further Limitations in O-1
In reviewing all impacted properties in the O-1 Office Zoning District, it became apparent that only two properties in this district do not have frontage on Lincoln Avenue or Cicero Avenue (see attached map). Those properties are located at 7384 North Lincoln Avenue (Heartland Ice Arena) and 4700 West Chase (Research Technology International). Neither building houses a use that is currently “primarily” (defined by staff as greater than 50% of the floor area) warehouse. In order to simplify the table of Permitted Uses in each Zoning District, staff recommends the Plan Commission consider whether or not it is appropriate to continue permitting uses in which only two properties in that Zoning District would even be eligible to house them, should the other proposed text amendments be approved. The Plan Commission may wish to consider simply prohibiting warehouse and self-storage uses in the O-1 Zoning District, if the impact of eliminating that permissibility on properties in that Zoning District would be so minimal. In addition, this would allow the Office zoning district to transition to a district that is more appropriately actual Office uses.

Plan Commission Consideration
In contemplating whether or not Text Amendments should be considered to address warehouse and self-storage facilities along commercial arterial roadways, the Plan Commission should ask the following questions:

1) Should the Village prohibit buildings or structures, which are utilized primarily as warehouses or self-storage facilities, to be located on an M-B or O-1 zoned lot with frontage on the following four commercial roadways: Cicero Avenue, Devon Avenue, Lincoln Avenue, and Touhy Avenue?
2) If you answer “Yes” to Number 1, would you define “primarily” as being a minimum of 50% of the floor area of a structure?

3) Should the Village prohibit warehouse and self-storage facilities in the O-1 Office Zoning District?

Staff Recommendation
Should the Plan Commission respond affirmatively to the questions posed above, staff recommends the following detailed text amendments:

- **Define Self-Storage Facility** – Amend Section 2.02, Definitions, of the Zoning Code, so as to avoid any confusion as to whether or not this use is permissible in certain Districts and under certain conditions. Staff recommends the following proposed definition: *A building or group of buildings with controlled access, housing independent, fully-enclosed modules, bays, or compartments that are leased to individuals or businesses exclusively for the temporary storage needs of small businesses and residential households.*

- **Prohibit Warehouse and Self-Storage Facility uses in the M-B Zoning District on lots with frontage on the following commercial arterial roadways: North Cicero Avenue, West Devon Avenue, North Lincoln Avenue, or West Touhy Avenue** – Amend Section 4.08 of the Zoning Code to add this specific standard. This would apply to lots with buildings and structures where greater than 50% of the total floor area consists of warehouse or self-storage uses.

- **Eliminate the permissibility of Warehouse and Self-Storage Facility uses in the O-1, Office Zoning District** – Amend the Zoning Code by removing such uses from the Permitted and Special Uses Table 4.01.1, referenced in Section 4.04 of the Zoning Code.

Conclusion
The Village has limited commercially-zoned property. The M-B Zoning District has frontage on three of the major commercial corridors in the Village and such frontage bisects and creates a break in the commercial nature of those corridors. Further, warehouse and self-storage facility uses currently permitted in the M-B and O-1 Zoning Districts do not produce sales tax, employ a significant workforce, provide structures of an aesthetic standard consistent with commercial uses, or otherwise contribute to the commercial nature of those corridors. Finally, the O-1 Zoning District has only two lots that do not front a major commercial arterial roadway, and given the current uses on those lots, there is no significant impact in prohibiting warehouse and self-storage uses in the entire O-1 Zoning District, assuming acceptance of the other proposed Text Amendments. For these reasons, staff recommends the proposed Text Amendments.

Documents Attached
1. Research of Neighboring Communities
2. Map Depicting Impacted Properties
3. Map Depicting O-1 Properties Without Arterial Frontage
<table>
<thead>
<tr>
<th>Municipality</th>
<th>1. Does your community permit public self-storage facilities (The Lock-It, Extra Space Storage, Public Storage, etc.)?</th>
<th>2. If so, are they permitted in Commercial or Industrial Zoning Districts?</th>
<th>3. If permitted in Commercial Zoning Districts, are they restricted along Arterial Roadways?</th>
<th>4. How is a public self-storage facility defined in your Zoning Code?</th>
<th>5. What additional restrictions, if any, are placed on public self-storage facilities if permitted in your community (Special Use, design restrictions, maximum size, permitted?)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Des Plaines</td>
<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
<td>COMMERCIAL STORAGE FACILITY: A commercial land use consisting of the rental of fully enclosed interior building space for the storage of personal property (mini-warehouse). An industrial warehouse shall not be considered commercial storage facility. &quot;Commercial storage facility&quot; shall not include any use that is otherwise listed specifically in a zoning district as a permitted or a conditional use.</td>
<td>N/A</td>
</tr>
<tr>
<td>Evanston</td>
<td>Yes</td>
<td>Permitted in Research Park (RP), Transitional Manufacturing Employment (MUE), Mixed Use Employment (MUE), Industrial/Office (I1), General Industrial (I2, I3) districts; Special Use in Transitional Manufacturing (MU)</td>
<td>N/A</td>
<td>Warehouse: A building or portion thereof used for the storage of goods and/or materials. This term shall include, but not be limited to, commercial storage facilities, miniwarehouses, and other uses similar in nature.</td>
<td>N/A</td>
</tr>
<tr>
<td>Glenview</td>
<td>Yes</td>
<td>Conditional Use in B-2 district; Permitted in I-1 and I-2 districts</td>
<td>No - provided they are around other similar uses.</td>
<td>Self-storage mini-warehouse facility means separate storage units of varying sizes leased, rented or owned by the general public on an individual basis. Such term shall exclude storage of explosives, fuels, oils, gasoline or other fuel and may include not more than one on-site residential unit for an operator or site manager.</td>
<td>No outdoor storage permitted; site must be adjacent or within area of compatible uses. Landscaping and aesthetics are strictly controlled.</td>
</tr>
<tr>
<td>Morton Grove</td>
<td>Yes</td>
<td>With caretaker living on premises: Special use in manufacturing (M1) district With NO caretaker living on premises: Special use in M1. Permitted in M2.</td>
<td>N/A</td>
<td>In general: A facility containing small separate storage areas of varying size leased or rented on an individual basis. Manager's quarters may or may not be included.</td>
<td>N/A</td>
</tr>
<tr>
<td>Niles</td>
<td>Yes</td>
<td>Yes as a special use.</td>
<td>No</td>
<td>No definition.</td>
<td>Special use.</td>
</tr>
<tr>
<td>Park Ridge</td>
<td>Yes-Zoned by special use.</td>
<td>Commercial Districts.</td>
<td>Yes</td>
<td>B3-Special use.</td>
<td>On a case by case basis- number of units, design, etc.</td>
</tr>
<tr>
<td>Skokie</td>
<td>Yes</td>
<td>Industrial Zones.</td>
<td>Attached.</td>
<td>Self-storage, supply rental, and vehicle rental all require special use permits.</td>
<td>N/A</td>
</tr>
<tr>
<td>Wilmette</td>
<td>No</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
MB ZONING ON ARTERIAL ROADWAYS-
W. Touhy Avenue
MB ZONING ON ARTERIAL ROADWAYS-
W. DEVON AVENUE & N. LINCOLN AVENUE
ZONING ON ARTERIAL ROADWAYS -
N. CICERO AVENUE & N. LINCOLN AVENUE
O-1, OFFICE ZONING DISTRICT PROPERTIES

WITHOUT ARTERIAL FRONTAGE

- 7384 N. Lincoln Avenue (Heartland Ice Arena)
- 4700 W. Chase Avenue (Research Technology International)
MEMORANDUM

TO: Chairman Yohanna  
    Members of the Plan Commission

FROM: Aaron N. Cook, AICP  
      Development Manager

DATE: November 11, 2016

SUBJECT: PC-10-16: Public Hearing: 4320 West Touhy Avenue - Special Uses and Variations

The above matter has been continued at several Plan Commission meetings in order for the Petitioner to prepare and submit a traffic study, allow the Village Engineer to review the traffic study, and for the Petitioner to resubmit a revised traffic study. As a result of comments from the Village Engineer, the Petitioner has recently submitted a modified site plan which requires review by Village staff. Staff believes it is most appropriate to continue the matter, without discussion, to the December 7, 2016 meeting of the Plan Commission.

Staff has mailed to all property owners within 250 feet of the subject property notification of the staff recommended continuation.

RECOMMENDED MOTION:
Move to continue, without discussion, Case #PC-10-16 to the December 7, 2016 regular meeting of the Plan Commission.
Plan Commission Staff Report  
Case # PC-17-16  
November 16, 2016

Subject Property:
Lincolnwood School District #74  
Property, bordered by West Lunt Avenue, North East Prairie Road, West Pratt Avenue and North Crawford Avenue

Zoning District:
S, Schools Zoning District

Petitioner:
Board of Education of Lincolnwood School District No. 74

Nature of Request:
Waive Requirement of a Preliminary Plat review and proceed to Final Plat review for a Consolidation of lots on the School District No. 74 Property

Requested Action:
Elimination of Preliminary Plat Requirement for a Major Subdivision (Consolidation), as authorized by Section 16-4-3, attached.

Notification: None needed for the requested Waiver. Notice will be provided to neighboring properties for the proposed review of the Final Plat of Consolidation, tentatively scheduled for the December 7, 2016 Plan Commission meeting, pending approval of the Waiver request.

Background
Lincolnwood School District No. 74 is proposing to clean up their platted property by removing property lines that were delineated on paper decades ago and subsequently supplemented with properties bought over the years and added to the School property. All of the various platted properties within the boundaries of Lunt Avenue, East Prairie Road, Pratt Avenue and Crawford Avenue are part of the single unified School District No. 74 campus. This requested Consolidation is the last in a series of steps that began earlier this
year with the designation of a new S, Schools Zoning District and Vacation request for Morse Avenue within the Campus. These requests were all made as part of the Lincoln Hall addition and undertaken with the goal of consolidating the property into one single campus on one lot under Zoning regulations that are appropriate for a school. The new Zoning District and street right-of-way Vacation requests were recommended by the Plan Commission this past spring, and subsequently approved by the Village Board.

Note – While this request is related to a Plat of Consolidation, the requirements of the Subdivision Code apply, and a Consolidation is regulated the same as a Subdivision, in terms of process.

Summary of Preliminary Plat Waiver Request
This Consolidation is considered a Major Subdivision ( Consolidation), as it does not meet one of the requirements of a Minor Subdivision. That requirement is that the subdivision (Consolidation) be located in a Residential Zoning District. Since the subject property is in the S, Schools Zoning District, it must be treated as a Major Subdivision (Consolidation). This requirement is the difference between designating this Subdivision (Consolidation) Major versus Minor. Minor Subdivisions are permitted to go directly to a Final Plat without the necessity of a Preliminary Plat.

Current Zoning, with the S, Schools District denoted in green and depicting residually-zoned property (R-3) surrounding the property on all sides, but the south property line.
Staff notes that the proposed Subdivision (Consolidation) is for a property that is fully built and that has no proposed additions or changes to the building footprints, other than completion of the current Lincoln Hall addition. Preliminary Plats are generally required for larger projects that have not yet been constructed since final engineering is rarely, if ever, completed during the zoning and site plan review process. Preliminary Plat approval, as part of the zoning and site planning process, sets the basic footprint of what will be permitted on a site. However, it is not until the final engineering plan is completed, after the initial zoning and site planning approval, that the true parameters of the plat can be determined. At that time, a Final Plat can be drafted which takes into account any issues that may have arisen between the preliminary engineering and final engineering phases.

Staff again notes that this requested Plat of Consolidation is not associated with a construction plan, so no engineering plan will be completed. Further, the subject property was in the R-3 Residential Zoning District until earlier this year when the new S Schools Zoning District was formed. So, were it not for the revision on paper earlier this year, this proposed Subdivision (Consolidation) would be considered Minor and would not require the Preliminary Plat.

Recommendation
Lincolnwood School District No. 74 seeks a waiver of the requirement for a Preliminary Plat of Subdivision (Consolidation) per Section 16-4-3 of the Subdivision Code. Given the circumstances detailed above, Staff has no objections to this request. Should the Plan Commission agree to this waiver, the Final Plat will be before you for review and recommendation at the December 7, 2016 Plan Commission meeting.

Documents Attached
1. Request Letter
2. Proposed Plat of Consolidation
3. Village Code Sections Related to Subdivision Process
November 4, 2016

Via Electronic Mail

Chairman Yohanna and Plan Commissioners
c/o Mr. Steve McNellis, Community Development Director
Village of Lincolnwood
6900 N. Lincoln Ave
Lincolnwood, IL 60712

RE: Lincolnwood School District No. 74
Public Hearing Application for Plat of Consolidation - Property bordered by Lunt Avenue, East Prairie Road, Pratt Avenue, and Crawford Avenue

Dear Chairman Yohanna and Plan Commissioners:

Our firm represents the Board of Education of Lincolnwood School District No. 74 ("Board"). In connection with its pending application for a Plat of Consolidation for the above-referenced property ("Property"), and in accordance with Village Code Section 16-4-3, the Board respectfully requests that the Plan Commission review the proposed Plat of Consolidation (considered a Major Subdivision) solely in accordance with and pursuant to the final plat process in Village Code Section 16-4-5. Specifically, the Board is requesting that the Plan Commission waive the requirement for preliminary plat review and approval for Major Subdivisions under Village Code Section 16-4-4.

To explain further, the proposed Plat of Consolidation meets the requirements of the definition of a Minor Subdivision under Village Code Section 16-1-2, with the sole exception that the Property is not located within a residential zoning district. (16-1-2(a)). Due to a recent change in the Village Zoning Code this past spring, the Property is now zoned as a Schools Zoning District (S). It was formerly zoned as a residential zoning district (R3). Accordingly, given that (1) the Property was, until recently, zoned as residential, and therefore met the definition of a Minor Subdivision, and (2) the Board is only proposing a consolidation of existing contiguous parcels and is not seeking approval of a residential subdivision, we believe the Plat of Consolidation can be effectively and fully considered by the Plan Commission without the additional step of the preliminary plat review.

On behalf of the Board, we thank you for your consideration. Please feel free to contact us with any questions.
Sincerely,

HODGES, LOIZZI, EISENHAMMER,
RODICK & KOHN LLP

[Signature]

Debra H. Jacobson

DHJ/arn

cc: Robert J. Ciserella
Dean Krone

407269_1.DOCX
Village Code Sections Related to the Subdivision Process

1. Excerpt from Article 4, Subdivision Review Process, of Chapter 16, Subdivision Regulations:

   **16-4-3 Discretionary elimination of preliminary review of major subdivisions.**
   If the proposed subdivision is a major subdivision, the applicant may request that the Plan Commission review the proposed subdivision solely in accordance with and pursuant to the final plat review process set forth in Section 16-4-5 of this Code. No such request shall be granted unless: (a) the applicant files a final plat application in accordance with Section 16-3-3 of this Code; and (b) the Plan Commission determines, in its sole and absolute discretion, that the proposed subdivision can be effectively and fully considered without separate preliminary and final review. If approval is granted by the Plan Commission, the proposed subdivision shall be reviewed by the Plan Commission solely in accordance with and pursuant to the final plat review process set forth in Section 16-4-5 of this Code. If the Plan Commission denies the request, the plat shall be reviewed in accordance with and pursuant to the preliminary plat review process set forth in Section 16-4-4 of this Code.

2. Excerpt from Section 16-1-2, Definitions, of Chapter 16, Subdivision Regulations:

   **SUBDIVISION, MAJOR**
   Any subdivision not classified as a minor subdivision.

   **SUBDIVISION, MINOR**
   A subdivision that: (a) is located in a residential zoning district; (b) will not contain more than two lots upon approval by the Village; (c) fronts on an existing improved street; (d) does not involve any new right-of-way or the extension or installation of any public improvements; (e) does not adversely affect the development of the remainder of the parcel or adjoining property; (f) does not require a Variation from any provision of this Chapter 16; and (g) is not in conflict with any provision or portion of the Zoning Ordinance or this Chapter 16.
Memorandum

To: Chair and Members
   Plan Commission

From: Aaron N. Cook, AICP
      Community Development Manager

Date: November 11, 2016

Subject: 2017 Meeting Schedule and Dates Reserved for Workshops

Once again, it is that time of year to consider next year’s meeting dates!

Attached, for your consideration, is the proposed 2017 schedule of Commission meetings. These Commission meetings are primarily for the Commission to conduct public hearings on petitions made by applicants. This meeting schedule generally follows the Commission’s practice of meeting on the first Wednesday of each month. For 2017, Staff found no conflict with major national or religious holidays, although for April, the proposed meeting date is Thursday, April 6, 2017 in order to avoid conflict with the first Village Board meeting of April which has been scheduled for Wednesday April 5, 2017. If on review, Commissioners find no conflict with these proposed dates, Staff recommends that the Commission adopt this meeting schedule as presented. This will then be used to establish submittal deadlines for petitions for Public Hearings.

Also attached is a list of 2017 dates proposed to be reserved by the Commission for Workshops when needed by the Commission. Dates proposed to be reserved for Workshops generally are the fourth Wednesday of the month, although none are envisioned in March, November, or December due to Spring Break, Thanksgiving, and Christmas. If, on review, Commissioners find no conflict with these proposed dates, Staff recommends that the Commission formally reserve these dates, so that the meeting room and dates are available throughout the year when a Workshop is deemed desirable. The pragmatic difference between adopting a meeting schedule and reserving Workshop dates is that no formal cancellation notice is required for dates that are reserved but not held, whereas for meetings that are scheduled but not held, a cancellation notice is required.

Recommended Motions
1) Move and second to adopt the 2017 Commission meeting schedule as proposed.
2) Move and second to reserve dates as proposed, for possible workshops in calendar year 2017.
Lincolnwood
Plan Commission

2017 Meeting Schedule

Monthly Plan Commission meetings are generally held on the first Wednesday of each month with the fourth Wednesday of each month reserved for Workshops. Unless otherwise posted, all Commission meetings begin at 7:00 p.m. and are held in the Council Chambers Room of Village Hall, 6900 North Lincoln Avenue, Lincolnwood, Illinois.

<table>
<thead>
<tr>
<th>2017 Calendar of Meetings</th>
<th>2017 Calendar of Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, January 4</td>
<td>Wednesday, January 25</td>
</tr>
<tr>
<td>Wednesday, February 1</td>
<td>Wednesday, February 22</td>
</tr>
<tr>
<td>Wednesday, March 1</td>
<td>March – None</td>
</tr>
<tr>
<td>Thursday, April 6*</td>
<td>Wednesday, April 26</td>
</tr>
<tr>
<td>Wednesday, May 3</td>
<td>Wednesday, May 24</td>
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<td>Wednesday, June 7</td>
<td>Wednesday, June 28</td>
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<tr>
<td>Wednesday, July 5</td>
<td>Wednesday, July 26</td>
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<td>Wednesday, August 2</td>
<td>Wednesday, August 23</td>
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<tr>
<td>Wednesday, September 6</td>
<td>Wednesday, September 27</td>
</tr>
<tr>
<td>Wednesday, October 4</td>
<td>Wednesday, October 25</td>
</tr>
<tr>
<td>Wednesday, November 1</td>
<td>November – None</td>
</tr>
<tr>
<td>Wednesday, December 6</td>
<td>December – None</td>
</tr>
</tbody>
</table>

* First Thursday due to conflict with Village Board meeting

Workshop meetings are not scheduled in March, November or December due to Spring Break, Thanksgiving and Christmas holidays.
Village of Lincolnwood
Community Development Department
Development Updates
November 2016 Report

**Village Adopts New Comprehensive Plan**
The Village Board formally adopted the new Comprehensive Plan at its October 20, 2016 regular meeting. The adoption of the new Comprehensive Plan concludes a near two-year long process beginning with the Comprehensive Plan Committee, the Plan Commission, and the Village Board. The Village’s consultant, Houseal Lavigne, provided guidance throughout the process. Village Staff is now working on an Implementation Plan which will outline a schedule and tasks to adopt new regulations based on new policy and vision of the plan.

**Plans Approved for 3701 West Touhy Avenue**
The Village has approved building plans and has issued a building permit for a new retail building at 3701 West Touhy Avenue. The project includes a single-tenant 4,500-square-foot retail building and off-street parking area.

**Plans Approved for The Carrington at Lincolnwood (South Bay) – 3401-3501 Northeast Parkway**
The Village has approved the building plans and will soon issue the complete building permit for The Carrington at Lincolnwood. Charles Hall Construction and Village representatives continue to meet weekly to discuss the project and will continue to do so throughout the duration of the property.
# Building Permits

Below is a summary of building permits issued in August 2016, September 2016, and October 2016.

<table>
<thead>
<tr>
<th>August</th>
<th>Number of Permits</th>
<th>Building Value</th>
<th>Permit Fees</th>
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<tbody>
<tr>
<td>2016</td>
<td>86</td>
<td>$5,987,794</td>
<td>$108,147</td>
</tr>
<tr>
<td>2015</td>
<td>110</td>
<td>739,285</td>
<td>20,742</td>
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<tr>
<td>2014</td>
<td>139</td>
<td>2,641,346</td>
<td>64,365</td>
</tr>
<tr>
<td>2013</td>
<td>84</td>
<td>1,249,369</td>
<td>52,006</td>
</tr>
<tr>
<td>2012</td>
<td>88</td>
<td>910,793</td>
<td>24,957</td>
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<tr>
<td>2011</td>
<td>83</td>
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<tr>
<td>2010</td>
<td>111</td>
<td>1,100,355</td>
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<tr>
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<td>114</td>
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<tr>
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<td>94</td>
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<table>
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<tr>
<th>September</th>
<th>Number of Permits</th>
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<tr>
<td>2016</td>
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<td>$12,421,571</td>
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<td>2015</td>
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<tr>
<td>2014</td>
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<td>2011</td>
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<table>
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<th>October</th>
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<td>2014</td>
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