



**MEETING MINUTES
OF THE
PLAN COMMISSION
January 10, 2024 – 7:00 P.M.**

**LINCOLNWOOD VILLAGE HALL
6900 NORTH LINCOLN AVENUE
LINCOLNWOOD, ILLINOIS 60712**

Present: Chairman Mark Yohanna, Commissioners Steven Jakubowski, Adi Kohn, Mark DeAngelis, Henry Novoselsky, Don Sampen and Sue Auerbach

Absent: None.

Staff Present: Planning and Economic Development Manager Doug Hammel, Community Development Director Scott Magnum, Community Development Coordinator Marcos Classen, Village Trustee Atour Sargon, and Village Attorney Greg Smith

I. Call to Order

Chairman Yohanna noted a quorum and called the meeting to order at 7:03 pm

II. Pledge of Allegiance

III. Approval of Minutes

Motion to approve the December 6, 2023, Plan Commission Minutes was made by Commissioner DeAngelis and seconded by Commissioner Auerbach.

*Aye: Jakubowski, Kohn, DeAngelis, Auerbach, and Yohanna
Nay:*

Abstain: Commissioners Sampen and Novoselsky

Motion Approved: 5-0

**I. #PC-01-24: 7120 North Ridgeway Avenue, Special Use & Variations
Related to a Community Center**

Planning and Economic Development Manager Doug Hammel went over the staff report including an updated parking agreement. The property is located in the MB zoning district but abuts residential properties in the R-3 zoning district to the west. Historically, the property has been used as an industrial/office space and has approximately 15 parking spaces.

The proposed use, Upward Community, provides services and support to children, teens, and young adults and falls under the zoning definition of a community center. To accommodate the use, the petitioner proposes a full renovation of the internal space and plans to replace five of the current parking spaces with an accessible ramp and landscaping. Renovation of the existing parking lot is also proposed along with other landscaping improvements on the west side of the property creating a buffer for the residential neighbors to the west. Architectural changes to the exterior of the building are also proposed.

Three zoning approvals would be required for the petitioner's proposed use:

- 1) Special Use for the operation of a Community Center
 - a. Table 4.01.1 Permitted and Special Uses in All Zoning Districts establishes that a community center requires a Special Use permit for operation in the M-B zoning district
- 2) Variation from Section 7.10 to reduce the amount of required off-street parking
 - a. The property would need 22 spaces to meet zoning requirements. However, the building currently has 15 spaces and the proposed renovations would reduce parking to 10 spaces.
- 3) Variation from Section 7.06(6) to reduce the width of the drive aisle
 - a. The required drive aisle for the lot should be 24 feet if following zoning requirements; however, the existing drive aisle is 20 feet in width. The petitioner proposed keeping the drive aisle at this width.

Mr. Hammel reviewed considerations for the required zoning approvals. He explained the operational parking demand and stated that the petitioner estimated up to 20 people will be present at the property from 9 AM to 7 PM on Mondays, Tuesdays, and Fridays and 9 AM to 10 PM on Wednesdays and Thursdays.

Mr. Hammel stated that a shared parking agreement had been drafted and submitted to him the day before the presentation. The agreement was between the subject property and 7100 N Ridgeway (property immediately to the south). The agreement would provide the subject property with the 12 additional parking spaces; however, the spots would only be available from 6 PM to midnight. The agreement was also drafted as terminable, making the parking spaces gained from the agreement ineligible to be counted toward the zoning requirement.

To address the lack of parking, staff recommended consideration of a condition of approval that annual reporting of an agreement for access to 12 spaces within 300 feet of the subject property be provided to the Village by the petitioner.

There was discussion about the staff recommendation and about how the proposed parking agreement would address the parking issues if the additional spaces would only be available from 6 PM to midnight.

Mr. Hammel noted that the drive aisle width of 20 feet, not the required 24 feet, was sufficient for parking maneuvering and that the building has been operating with the 20 feet drive aisle for years.

Additionally, Mr. Hammel detailed the proposed plans that would replace the asphalt area behind the structure with a landscape buffer. Staff recommended that the Plan Commission seek additional information regarding the nature of the landscape buffer, as additional screening to minimize impacts on adjacent residential properties may be needed.

Mr. Hammel noted that in 2023, the Plan Commission recommended amending the Zoning Ordinance to allow community centers in the M-B zoning district with the approval of a Special Use permit. The recommendation was supported by the Village Board.

One public comment was received that outlined concerns about oversaturated on-street parking on Ridgeway and about the possibility of the parking agreement being voided. The proposed use was not objected to or supported, and a traffic study was suggested.

Petitioners: Raffi Arzoumanian – Architect

Rachel Karesh – Executive Director

Chairman Yohanna asked the petitioner how many spaces would be needed during the day. Mr. Arzoumanian stated that during the day it is expected that staff would be in and out. He also stated that most patrons would not be driving themselves and would be on the property by appointment only. There was some discussion about the current space that Upward Community uses in Chicago (3500 block of Peterson) and how the proposed space would differ.

Ms. Karesh spoke about the mission of the group and the range of services they provide. She explained that most staff conducts programs at school locations and would only be at the office a couple hours a day. There would only be six staff members on site each day, three of which are therapists.

There was discussion about if the parking agreement should count toward the parking space requirement for the zoning ordinance under Illinois law. Commissioner Novoselsky asked why a special use would be needed if the Plan Commission granted the variance to allow for less parking spaces. Mr. Hammel clarified why a variance and special use ordinance would be needed to approve the parking with the parking agreement as a condition of the approval.

Commissioner Auerbach asked the Petitioner why the four parking spots in the front of the building were being converted to landscaping and not used for parking. Mr. Arzoumanian explained that his impression of the four parking spots was that they are not legal spots. The spots have no curb cut to access the spots and if a curb cut were to be constructed, two on-street parking spots would be lost. There was some discussion about parking options in front of the building.

The petitioner suggested adding two spots in the northeast corner of the property that could be accessed through a neighboring property. Mr. Hammel explained that an easement from the neighboring property would be needed to count the spots toward the requirement.

Commissioner Auerbach asked if the Petitioner would be comfortable designating spots for non-staff vehicles to ensure that parents who are at the subject property briefly have a place to park and do not resort to double parking if staff have taken all the spots. The Petitioner agreed that designating pick-up/drop-off sites would be a useful idea.

Public Comment:

Joel Gross – owner of 7101 N Ridgeway – spoke about parking limitations on the block. He stated that current occupants of the building park in the parkway, which is illegal. He explained his concerns about the volume of parking needed by the proposed use.

There was discussion about the parking issues and Commissioners Jakubowski and DeAngelis stated that they did not think the operations described by the petitioner warranted a concern about the volume of parking needed.

Commissioner Auerbach proposed a parking configuration where the petitioner could add six additional parking spaces. The petitioner also proposed a new configuration involving a curb cut in the center of the front yard to allow cars to park in spots to the north and south end of the yard.

Chairman Yohanna asked Petitioners Ms. Karesh and Mr. Arzoumanian if they could take more time to gather information and follow up with new parking plans for the property. The petitioners explained that they have a lease contingency that expires February 6, 2024. Commissioner DeAngelis suggested approval as the petitioners may lose their lease contingency if the Plan Commission were to wait.

A motion was made by Commissioner DeAngelis to recommend approval of the request for a special use and variation upon the ability of the petitioner to add an additional six spaces or more if approved by the building department.

Mr. Hammel clarified that the creation of parking spaces in the front yard requires special use approval; therefore, inherent in the motion would be the granting of a special use to allow those spaces in the front yard as well as other variations not enumerated in the staff report.

Commissioner Auerbach asked if the variation for the existing drive aisle would apply to the additional parking spaces proposed in the motion. Commissioner DeAngelis confirmed that the variation for a 20-foot drive aisle would be applied to the new spaces.

The motion was seconded by Commissioner Jakubowski.

Aye: Commissioners Jakubowski, Kohn, and DeAngelis

Nay: Chairman Yohanna and Commissioners Novoselsky, Sampen, and Auerbach

Abstain:

Motion Not Approved: 3-4

Commissioner Auerbach suggested reducing the parking agreement from 12 spaces to six spaces, due to the condition of approval of adding six spaces to the on-site property. She explained that this would allow more flexibility for the petitioner to seek a new parking agreement if their existing agreement were to be terminated.

A Motion was made by Commissioner Novoselsky to continue to January 24.

The motion was seconded by Commissioner Sampen.

Aye: Chairman Yohanna and Commissioners Novoselsky, and Sampen

Nay: Commissioners Auerbach, Jakubowski, Kohn, and DeAngelis

Abstain:

Motion Not Approved: 3-4

A motion was made by Commissioner DeAngelis to recommend approval of the request for a special use and variation upon the ability of the petitioner to add an additional six spaces or more if approved by the building department, along with leasing 6 additional spaces between 6pm and midnight within 300 feet of the property.

Mr. Hammel clarified that an assumption of the motion would be a special use approval for parking in the front yard and other variations related to required landscaping. He noted that the two parking spaces proposed for the north side of the front yard would not count toward the required on-site parking if the architect were to design the new proposal to only allow access to the two north side spots from the driveway of a neighboring property. Commissioner Auerbach confirmed that access from the neighboring driveway would not be needed as the petitioner planned to design a curb cut in the middle of the front yard located directly on the subject property.

The motion was seconded by Commissioner Novoselsky.

Aye: Commissioners Jakubowski, Kohn, DeAngelis, Novoselsky, Sampen, and Auerbach

Nay: Chairman Yohanna

Abstain:

Motion Approved: 6-1

This matter will go to the Village Board on February 6th, 2024.

II. Next Meeting

The next meeting of the Plan Commission is scheduled for Wednesday, February 7, 2024.

III. Public Comment

Chairman Yohanna announced the opportunity for additional comments from the public. Let the record show that no one came forward.

IV. Adjournment

A Motion was made by Commissioner Auerbach to adjourn the meeting.

The motion was seconded by Commissioner Sampen.

Aye: Jakubowski, Kohn, DeAngelis, Novoselsky, Sampen, Auerbach, and Yohanna

Nay:

Abstain:

Motion Approved: 7-0

The meeting ended at 8:52 pm.

Respectfully submitted,

Marcos Classen
Community Development Coordinator