To: Paul Luke, Chairman, Skokie Plan Commission  
From: Steve Marciani, Planning Supervisor  
Re: 2019-04P: Site Plan Approval  
Touhy-Hamlin Commercial Development  

Related Case -  
2019-02P: Zoning Map Amendment  
2019-03P: Subdivision  
2019-05P: Special Use Permit  
2019-06P: Special Use Permit  

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<th>General Information</th>
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| **Location** | 3720 Touhy Avenue, 7227 Hamlin Avenue, and 3721 Chase Avenue  
| **Purpose** | A request for site plan approval for a 4-lot planned development in a B2 Commercial zoning district that includes a multi-tenant commercial building, a limited service restaurant with 2 drive-through lanes, a repurposed industrial building that will contain a clinic and outpatient care center, surface parking, and storm water detention, relief from §82-28(b)(1) to allow wall signs facing a parking lot even though the buildings have street frontage, and any other relief that may be discovered during the review of this case.  
| **Petitioner** | Skokie Development, LLC, on behalf of 3720 Property Owner, LLC, 7227 Property Owner, LLC, and 3721 Property Owner, LLC  
| **Size of Site** | 179,965 square feet (4.13 acres) with frontage on Touhy Avenue, Hamlin Avenue, and Chase Avenue  
| **Existing Zoning & Land Use** | B2 Commercial – vacant lot, vacant industrial building, sports and recreation education, vacant commercial space  
| **Adjacent Zoning & Land Use** |  
| North | M3 Industry – truck and freight transportation service, wholesale trade establishment, janitorial service  
| South | M3 Industry – automotive fuel station, car wash  
| | MB Manufacturing and Business (Village of Lincolnwood) – electronics and appliances repair or service, clinic, vacant industrial building  
| East | B2 Commercial – department store, limited service restaurant with drive-through  
| West | R3 Residential (Village of Lincolnwood) – detached residences  
| **Comprehensive Plan** | The site is designated as retail/service employment and single family detached residential. |
SITE INFORMATION

- Public sidewalks run along Touhy Avenue, Hamlin Avenue, and Chase Avenue.
- Driveways provide access to the subject site from Touhy Avenue, Hamlin Avenue, and Chase Avenue.
- Overhead utilities run within the south side of and within and adjacent to the west side of the 7227 Hamlin Avenue property. Overhead utilities also run along a portion of the east side of the 3721 Chase Avenue property.
- The site is directly served by the Pace 290 Touhy Avenue bus.

Complete Streets

- A private property sidewalk connection should be made between the subject site and the sidewalk stub at the northeast corner of Wendy's to the east.
- Existing sidewalks are available on Touhy, Hamlin, and Chase Avenues. The existing Touhy sidewalk is to be relocated and widened to 8’ to become a multi-use path, aligning with the existing path to the east.
- The existing Chase sidewalk is to be relocated, aligning with the existing sidewalk to the east. ADA ramps and tactile pads will need to be installed at the northeast corner, and possibly other corners, of the Touhy/Hamlin intersection, depending on the intersection improvements needed to facilitate the redevelopment of the subject site.
- Nearby formal bicycle accommodations are the multi-use path in front of Wendy's and the Touhy Marketplace development to the east, the East Prairie Road bike route to the west, and the Howard Street bike lane/path to the north. In addition, the Skokie Northshore Sculpture Park trail is ½-mile east of the subject site.
- The subject site is served by Pace Bus Route 290 on Touhy. Pace Bus Route 215 is currently 0.5-mile to the north; however, this route may be realigned.
- Subject property is within walking distance of residential neighborhoods, services, shopping, and schools.
- Emergency and business delivery access is available from Touhy, Hamlin, and Chase Avenues.

PETITIONER’S SUBMITTAL

The petitioners are requesting site plan approval for a 4-lot planned development in a B2 Commercial zoning district that includes a multi-tenant commercial building, a Buona
limited service restaurant with 2 drive-through lanes, an industrial building that will be a Lurie Children's Hospital outpatient care center, surface parking, and storm water detention, relief from §82-28(b)(1) to allow wall signs facing a parking lot even though the buildings have street frontage, and any other relief that may be discovered during the review of this case.

In the applicant’s Statement of Effects, the petitioner contends the followings:

**Propose Use:** Skokie Development, LLC is proposing to redevelop three (3) contiguous properties located at 3720 Touhy Avenue, 7227 Hamlin Avenue and 3721 Chase Avenue. All existing improvements at 3720 Touhy and 7227 Hamlin will be demolished. The existing building at 3721 Chase will be renovated. The proposed redevelopment will include three (3) building structures: a new 4,700 square foot restaurant building with a drive-through for Buona Restaurants; a new 10,500 square foot building multi-tenant retail/restaurant building; and the renovated 31,860 square foot 3721 Chase Avenue building. The proposed development will be served with street access from Touhy Avenue, Hamlin Avenue and Chase Avenue, and include cross-access with the adjacent Walmart/Touhy Marketplace development to the east. The proposed development will include on-site parking for 261 parking spaces.

**Proposed Use upon the Character of the Neighborhood:** Recently several properties located between Touhy Avenue and Chase Avenue have been redeveloped from industrial uses to new retail/service employment uses. These projects include adjacent Walmart/Touhy Marketplace development, XSport Fitness, and the Mariano’s shopping center development. Skokie Development, LLC is proposing to redevelop older industrial properties with new retail, restaurant, medical, and service uses, similar to the trend and referenced development projects.

**Surrounding Property Values:** As the older industrial properties located between Touhy Avenue and Chase Avenue have continued to be redeveloped to their highest and best use with new retail, restaurants, and service uses, these properties have experienced increased property values. The proposed redevelopment will continue this trend, and the new retail, restaurant and service uses introduced will provide new goods and services to the neighborhood, having a positive effect upon surrounding property values.

**Traffic Conditions:** The development site is located in the northeast quadrant of the intersection of Touhy Avenue and Hamlin Avenue. It is bounded by Chase Avenue on the north, the Walmart/Touhy Marketplace shopping center on the east, Touhy Avenue on the south, and Hamlin Avenue on the west. Touhy Avenue is an east-west minor arterial roadway with two through lanes in each direction in the vicinity of the site. Touhy Avenue is under the jurisdiction of Illinois Department of Transportation (IDOT) and carries an annual average daily traffic volume (AADT) of 25, 800 vehicles as reported by IDOT in 2014, and has posted speed limit of 35 miles per hour. A parking lane is provided on the north and south side of Touhy Avenue, west of Hamlin Avenue. Parking is not permitted on either side of Touhy Avenue east of Hamlin Avenue. Hamlin Avenue is a north-south collector road with one lane in each direction. Hamlin Avenue is under the jurisdiction of the Village of Skokie to the north of Touhy Avenue and the Village of Lincolnwood to the south of Touhy Avenue. North of Touhy Avenue, Hamlin Avenue is classified as a minor collector road by IDOT, and carries an AADT of 1,800 vehicles. Parking on Hamlin Avenue is prohibited on the west side of the road and permitted on the east side, except on weekdays between 7 AM and 6 PM, to the north of Touhy Avenue. Chase Avenue is an east-west local roadway, under the jurisdiction of the Village of Skokie. Parking is permitted on the north side of Chase Avenue (but) prohibited on the south side.

Access to the development will continue to be provided from the existing full-movement driveways on Touhy Avenue, Hamlin Avenue and Chase Avenue. On Touhy Avenue, the
driveway is opposite Ridgeway Avenue. On Hamlin Avenue, the two former Bosworth Company driveways will be consolidated into a single driveway. On Chase Avenue, the driveway serving the existing commercial at the north end of the site will remain. Further, a cross-access connection will be provided between the proposed development and the existing Walmart/Touhy Marketplace development to the east.

Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA) prepared a Traffic Impact Study of the proposed redevelopment project. KLOA has suggested the following recommendations:

- Hamlin Avenue be widened at its approach to Touhy Avenue to provide a shared through/right-turn lane and a left-turn lane. A high-visibility crosswalk should be provided across the north and south legs of the intersection.

- Further improvements should be considered to the intersection of Hamlin Avenue and Touhy Avenue, including:
  - Via restriping of existing pavement and removal of on-street parking on Touhy Avenue, provide a westbound left-turn [lane] and an eastbound left-turn lane at Hamlin Avenue.
  - Widen the southbound approach on Hamlin Avenue to provide a southbound left-turn lane and a shared through/right-turn lane.

- The full access on Touhy Avenue opposite Ridgeway will be narrowed to provide one lane inbound and one lane outbound with the outbound lane to be under stop sign control. Consideration should be given to restriping Touhy Avenue to provide an eastbound left-turn lane to separate left-turning traffic from the eastbound through traffic flow on Touhy Avenue.

- The recommended improvements to providing turn lanes on Touhy Avenue at its intersections with Hamlin Avenue and with Ridgeway/Proposed Access will result in the total loss of approximately 18 to [20] on-street parking spaces on both sides of Touhy Avenue.

Public Utilities: The existing public utilities are adequately sized to service the proposed development project. The utility services provided to the new construction buildings will be entirely constructed to be located underground. The removal of the existing overhead utilities which extend east from Hamlin Avenue, will require providing a new electrical service feed to the existing BP gas station located to the south and west of the subject site.

Storm Water Detention: As part of a comprehensive redevelopment of the site, the new site improvements will include a storm water detention system design to code, which includes a storm water detention vault to be located under the parking lot, with restricted outflow to the existing Village of Skokie sewer main located under Chase Avenue.

Other Matters Pertaining to the Public Health, Safety, Morals and General Welfare of the Community: Skokie Development, LLC has designed the proposed redevelopment project to be an upscale shopping center development. The proposed project will not endanger public health, safety, morals or general welfare of the community. The new businesses will contribute to the municipal tax base, provide new employment opportunities for the surrounding area, and provide new goods and services to the community.

STAFF ANALYSIS

All pertinent departments and divisions were offered an opportunity to comment on this case. The Forestry, Engineering, Fire Prevention, and Planning Divisions provided comments on the subject case.
Forestry Division

The tree protection plan looks good; however, please add the four existing trees in the proposed north parking lot to the removals list. A tree removal permit is required prior to the start of any part of construction for this project. The bond payment for this project is $10,800. Credits for new trees planted will be returned at the completion of the project. Also, with root pruning & Cambistat treatment ahead of time, tree #8 on the survey must be saved. This is a healthy honeylocust on the neighboring property and is behind the sidewalk already. Please see notes on the attached Proposed Tree Protection Plan.

Forestry would also like to note that a row of landscaping screening is required along the north side of the north parking lot between the curb and the sidewalk and the parkway trees on Hamlin and on Touhy need to be spaced out farther. See comments on attached Conceptual Landscape Plan.

Engineering Division

The proposed plan indicates that 260 total vehicle parking spaces are provided. Based on the square footages of the proposed uses, approximately 260 would be required. See attached parking analysis for further breakdown. However, it is likely that the parking requirements are not met because the State requires that outpatient medical facilities must provide 10% of total number of parking provided dedicated to ADA Accessible Parking Spaces. Currently, 8 ADA accessible parking spaces are proposed for the entire site. Staff was able to get clarification from the State that a doctor or dentist office would not be considered a hospital outpatient facility, but if it is deemed that the Lurie Children's Hospital outpatient care center is subject to the higher ADA requirements, many of the standard parking spaces would need to be converted to much larger sized ADA accessible spaces, reducing the total number of parking spaces on the site and restricting the future tenant mix of the southern building. Village Code requires that accessible parking spaces should be 8' wide with an 8' access aisle. However, recent changes to State law now allow sharing of access aisles. Provide R7-8 and R7-1101 signs in front of the accessible parking spaces. Also affecting the total number of parking spaces provided is that per § 118-220, a loading space is required for both the medical facility and another for the multitenant retail building. Each loading space must be 10’ by 25’, exclusive of aisle and maneuvering space and spaces shall have a vertical clearance of not less than 12'; this is likely to further reduce the number of off-street parking spaces. Staff’s parking analysis is subject to change based on tenant choice selection and size of each use in the southern retail building and clarification of the ADA requirements.

Engineering would like to note that all surface parking lots shall have continuous curbing located a minimum of 6' from, and parallel to, any property line which is adjacent to a street frontage, a lighting plan is required in accordance with IES and § 118-212(k), the names of intersecting streets such as Ridgeway and Lawndale must be shown on the site plan, and all existing parking lots must be resurfaced and striped according to overall site plan approval.
Additional site plan modifications are listed in the Recommended Conditions. The Commission should note that the traffic impact study is under IDOT review, as a majority of the impacts are under IDOT jurisdiction. The following are recommendations of the traffic impact study on which Staff has comments:

- A cross-access drive aisle will be provided between this development and the Touhy Marketplace (Walmart) shopping center to the east, which has a signalized access on Touhy Avenue opposite Lawndale Avenue. The signalized access will be beneficial for the development-generated traffic that desires to travel eastbound on Touhy Avenue. Staff agrees.
- Hamlin Avenue should be widened at its approach to Touhy Avenue to provide a shared through/right-turn lane and a left turn lane. While this is under IDOT review, proposed plans provide no further information or detail on proposed changes. Staff will need to review proposed radius and curb changes. The petitioner should be aware that Village right-of-way ends at the west curb line of Hamlin. West of the curb line is private property in the Village of Lincolnwood.
- Widen the southbound approach on Hamlin Avenue to provide a south-bound left-turn lane and a shared through/right-turn lane. The west curb line is the Village of Skokie limit. If the west curb line is proposed to be shifted further west, that will require approval by the Village of Lincolnwood and IDOT. Further, there are no indications of proposed modifications on the site plan. Staff recommends all proposed changes and configurations be shown on the plans for site plan approval.
- The recommended improvements to provide left turn lanes on Touhy Avenue at its intersections with Hamlin Avenue and with Ridgeway/proposed access will result in the total loss of approximately 18-20 on-street parking spaces on both sides of Touhy Avenue. This is to be reviewed and approved by IDOT and Village of Lincolnwood prior to being issued any Village permits.
- The plan proposes to maintain the full access curb cut on Touhy Avenue (opposite Ridgeway) with no restriction. This is currently under preliminary review with IDOT.

In addition, Engineering would like to make the petitioner aware that IDOT plans to resurface Touhy Avenue adjacent to the proposed development and that a water main project is proposed for Hamlin Avenue. The owner/developer must be prepared to coordinate with IDOT and Village of Skokie on project timelines.

Fire Prevention Bureau

The Fire Prevention Bureau would like to make the petitioner aware that the following will be required of this development:

All Buildings

1) Must have a fire alarm system per NFPA 1972 (2010 or newer) and adhere to IL. ADA 1997
2) Must have a direct connect/ monitoring of alarm to Skokie Dispatch
3) Must have an addressable annunciator at the main entrance
4) Must have a Knox Box at the main entrance
5) Any building with a square footage 5,000 ft², must have a fire sprinkler system per NFPA 13 (2010) for that building with accessible controls to the sprinkler system shutoffs
6) Must have strobes in the restrooms
7) Must have illuminated exits and emergency lighting per IFC Chapter 10
8) Must have proper portable fire extinguishers mounted per NFPA 10
9) A weather proof strobe indicator will be mounted on the exterior of the building at the main entrance
10) A fire engineer will need to calculate demand and fire flow to determine if the building will require a fire pump for each building
11) A Fire Department connection must be within 100’ of a Village fire hydrant at the main entrance

Restaurants
1) If grease laden vapors will be created through cooking, a Class 1 hood and duct system will be required with a kitchen suppression system tied into the fire alarm system
2) CO₂ monitoring will be required if CO₂ tanks are utilized in the business

Medical Facility
Additional items may be required based on specific uses in the facility.

Planning Division
The proposed plan is the culmination of many years of plan reviews and iterations of build types, uses, and layouts. The plan presented still has a few items that need to be resolved due to the recent modification and announcement that Lurie Children’s Hospital would like to be the tenant in the north building. The most significant of which is that IDOT, which controls Touhy Avenue, is still in the process of reviewing the proposed roadway improvements. Staff and the developer have been in contact with the Village of Lincolnwood regarding the proposed Touhy Avenue improvements.

The site plan shows a driveway connection to the Touhy Marketplace center to the east to provide access to the traffic light at Touhy and Lawndale, will extend the multiuse path on the north side of Touhy, provide the last segment of dedicated
land on Chase to realign the sidewalk with the Touhy Marketplace sidewalk and improve the parkway on the south side of Chase Avenue, and provide a significant number of jobs to this continually revitalized portion of the Village.

The geometrics of the parking lot north of the Chase Avenue building will need to be adjusted once the parking lot dimensions are verified to allow for landscaping screening. Some additional relief may be needed at this location in case the curbs are not able to be located a minimum of 6’ from the property line after the dedication.

The sidewalk on the south side of the medical facility also needs to connect to the sidewalk system within Touhy Marketplace. Some additional off-site improvements need to be made to accomplish this.

The landscape plan must be modified to ensure plants do not block the exit doors from Building A.

Sign Package

The Signage Criteria for Retail Development – NEC Touhy & Hamlin describes sign principles to ensure a uniform sign package is provided that is compatible and harmonious with the architectural scheme of the development, and a mutual benefit to all tenants on the site. The signage criteria will comply with Skokie’s Sign Code, subject to some items of relief. Although many of the criteria come from Section 82-27 (which pertains to smaller developments), Section 82-28 will provide the primary regulations pertaining to sign sizes, quantities, etc., since the overall development is greater than 1 acre in area:

- The ground sign design complements the proposed development. The sign shall be located outside of the 15’ x 15’ sight distance triangle.
- The wall signable areas are to be centered within structural bays, or groups of windows where the windows are not centered within their respective bays. Buona’s only street frontage faces residential properties, so a wall sign is allowed on the west elevation.
- If lease lines do not align with the structural bays, the tenant signs must be centered within the bay in which the entrance to the business is located, which may result in some signs overlapping a small portion of a neighboring tenant.
- Wall signs for the entire center to be internally illuminated letters or logos, or backlit letters.
- Directional signs will not exceed 30” in height or 4 square feet in area.
- Points of clarification for the signage criteria:
  - Logos and lettering are allowed on wall signs or awning signs, but not both.
- Blade signs are not allowed in the B2 Commercial district.
- Banners require sign permits from the Village.
- Window graphics cannot exceed 25% of any window pane.
- Tenants must not block windows with signage, window film, or a wall constructed just inside the glass, etc.
- Most notably for Building A, consider locating the “back of house” for each tenant adjacent to a party wall and not an exterior wall.
- Most notably for Building C, the signable areas should be located below the glass block windows and above tenant entrances only, and be broken between bays. The signable areas on the north and south elevations should be no higher above grade than those on the west elevation. Alternately, signage could be provided on the awnings.

- Items of relief from the Sign Code:
  - Relief from the Sign Code will be required for the sign package as shown, including number of signs per façade and lettering mounted on top of a canopy.
  - Relief from §82-22(b)(1) to allow sign lettering to project above the physical dimensions of a canopy.
  - Relief from §82-28(b)(1)b. to allow wall signs facing a parking lot in addition to the wall signs allowed for occupancies with street frontage.

**APPEARANCE COMMISSION**

At its June 13, 2018, and March 13, 2019, meetings, the Appearance Commission approved the proposed development as presented, and subject to a few conditions (cases 2018-016A, 2018-017A, and 2018-019A). The conditions have been addressed and are included in the development exhibits.

**Building A – Restaurant/Retail**

1. South elevation with more glass at the east and west corners (including east and west elevations).
2. Leasing may choose to close the west (or north) storefront entrance, but the storefront windows must be retained.
3. Materials as presented.
4. Comments of the staff report be maintained.
Building B – Buona

Add a masonry tower on the east elevation to add more interest, with a wall sign on the tower. [Note: Relief cannot be granted for signs painted directly on building surfaces, as they are specifically prohibited by the Sign Code; therefore, the “Salads, Sandwiches, Pizza” Signs 7 & 8 are not allowed.]

Building C – Medical (March 13, 2019)

As presented.

STAFF RECOMMENDATIONS

Staff recommends that the petitioner’s request for site plan approval for a 4-lot planned development in a B2 Commercial zoning district that includes a multi-tenant commercial building, a limited service restaurant with 2 drive-through lanes, a repurposed industrial building that will contain a clinic and outpatient care center, surface parking, and storm water detention, be APPROVED based upon the Proposed Positive Findings of Fact and subject to the recommended site plan approval conditions listed below.

Staff further recommends that relief be granted from §82-22(b)(1) of the Village Code to allow sign lettering to project above the physical dimensions of a canopy, and from §82-28(b)(1)b. of the Village Code to allow wall signs facing a parking lot in addition to the wall signs allowed to face a street, respectively.

In addition, prior to the hearing of the Board of Trustees, Staff will determine if additional relief will be needed on the curbing setback of 6’ on the north side of the north parking lot along Chase Avenue.

RECOMMENDED SITE PLAN APPROVAL CONDITIONS

1. Prior to the hearing of the subject case before the Board of Trustees, the petitioners must revise the site plan to show:
   a. Adjust the north parking lot such that the raised 6”-high sidewalk along the building is 7’ wide, with the stall depth perpendicular to the face of that sidewalk 17’, an aisle width of 13’, the stall depth of the next row of parking north of the drive aisle the perpendicular to the 6” curb north of those space 17’, and the remained as landscaping screening to the property line.
   b. Connect the sidewalk on the south side of the medical facility to the sidewalk system within Touhy Marketplace.
   c. Provide 1 loading space for the medical facility and 1 loading space for the multitenant retail building. Each loading space must be 10’ by 25’, exclusive of aisle and maneuvering space and spaces shall have a vertical clearance of not less than 12’
   d. Show the locations of all wayfinding signs
e. The drive through exit should be under stop control. "Do not enter" signs should also be provided at drive through exit to deter vehicles from driving with opposing traffic.

f. Show names of intersecting streets such as Ridgeway and Lawndale.

g. Show proposed changes to Touhy Avenue re-striping and any curb or radius changes on Hamlin Avenue. Note that the west curb line on Hamlin Avenue is the limit of the Village of Skokie jurisdiction.

h. Modify the site plan to include all required ADA accessible off-street parking spaces and indicate R7-8 and R7-1101 signs in front of each accessible parking space at least 2’ from the curb face. Note that the plan does not show where the location of the main entrance door for the medical facility; this may impact removal of parking spaces and location of ADA spaces.

i. Adjust the sight distance triangles on Touhy Avenue to the new right-of-way line and adjust monument sign accordingly.

j. The 13 required bicycle parking spaces should be distributed within 40’ of building entrances with at least 2 (1 rack) serving Buona, 3 (2 racks) serving Building A, and 8 (4 racks) serving Lurie Children’s Hospital, designed in accordance with § 118-221.

k. Indicate the installation by the petitioner the 8’-wide multi-use path in the Touhy Avenue right-of-way immediately east of the subject site to the driveway serving Touhy Marketplace (approximately 10’) and the removal of the remnant north-south sidewalk in that right-of-way due to the sidewalk realignment.

2. Prior to the hearing of the subject case before the Board of Trustees, the petitioners must add the four existing trees in the proposed north parking lot to the removals list (subject to site plan modifications in Condition 1a) and save and protect tree #8 on the survey on the Proposed Tree Removal Plan.

3. Prior to the hearing of the subject case before the Board of Trustees, the petitioners must revise the landscape plan to show the respacing of parkway trees and provide landscape parking lot screening per Forestry Division comments.

4. The petitioner shall develop the Subject Property in substantial conformance with the final Village approved site plans dated <insert date of final approved plan>, engineering plans dated <insert date of final approved plan>, landscape plans dated <insert date of final approved plan>, sign plans dated <insert date of final approved plan>, and building elevations dated <insert date of final approved plan>. (Standard)

5. Prior to the issuance of building permits, the petitioner shall submit for approval a lighting photometrics plan, fully developed civil engineering plans that comply with the county WMO requirements and Village’s stormwater control provisions, and
redevelopment engineering plans to address all aspects of private and public utility services. Any reconfigurations within state ROW will require an IDOT highway/utility permit. (Standard)

6. New parking lot and exterior lighting shall meet Illuminating Engineering Society of North America (IES) standards, be full cut-off design, and be directed away from adjacent properties, subject to the approval of the Engineering Division. (Standard)

7. All existing damaged public sidewalks or public sidewalks damaged due to the implementation of this plan shall be replaced. (Standard)

8. No objects are allowed within a 10' sight distance triangle in R1, R2, R3, and R4 districts, or within a 15' sight distance triangle in all other districts, between 30" and 84" in height from grade except traffic control devices listed in the Manual on Uniform Traffic Control Devices. (Standard)

9. Prior to the issuance of building permits, the petitioner shall submit a temporary pedestrian, bicycle, and transit circulation plan, including routing, signage, and barriers, to be in place prior to the commencement of construction, subject to the approval of the Engineering Division. (Standard)

10. All fencing, walls, sidewalks, driveways, curbs, wheel stops, parking areas, signage, landscaping, structures, and any other facilities or infrastructure on the Subject Property shall be maintained in a good state of repair, and when needed, be repaired or replaced in a timely manner. (Standard)

11. All private and public sidewalks shall be maintained free of snow, ice, sleet, or other objects that may impede travel. (Standard)

12. Trash shall only be allowed within a designated trash enclosure and shall be screened from public view in an enclosure approved by the Appearance Commission. All trash shall be contained in such a way as to remain out of sight at all times, except for waste receptacles referenced in Condition Number XX below. (Standard)

13. Waste receptacles shall be placed on the Subject Property for the use of customers, and that the Health Department shall determine the size, type, and location of these units. (Standard)

14. All off-street parking spaces shall be legibly striped and maintained. (Standard)

15. Any plan to modify parking lot striping must be approved by the Director of Engineering. (Standard)

16. The proposed development shall have a minimum of X off-street vehicle parking spaces including X handicapped parking spaces, as indicated on the Subject Property plan dated XXX. (Standard)

17. The handicapped parking spaces shall be installed and maintained in compliance with State of Illinois Accessibility Standards and the Skokie Village Code, including required signage. (Standard)

18. Vehicles shall not be allowed to be parked in or otherwise block common driveways, sidewalks, aisles, or other points of access at any time, shall only be parked in
designated parking spaces, and shall not overlap the striped lines of designated parking spaces. (Standard)

19. The owner of the Subject Property and its tenants shall ensure that employees park on the Subject Property. (Standard)

20. No required parking space on the site may be for the exclusive use of any tenant. (Standard)

21. Prior to issuance of building permits, the petitioner shall submit evidence of issuance of permits for the construction and operation of the water main and associated equipment by the Illinois Environmental Protection Agency (IEPA) or provide a determination by IEPA that such permits are not required. Water mains that feed multiple building structures and/or create a "looped" system that require an IEPA permit will also require an easement and custodial agreement with the Village. (Standard)

22. All overhead utilities on the Subject Property or in adjacent right-of-way shall be placed or relocated underground. The petitioner shall bear the full cost of any utility relocation and/or conflicts. (Standard)

23. The petitioner shall sign an "Agreement for Installation and Maintenance of Landscaping" to assure that the Subject Property and parkway landscaping is completed and maintained, including trimming, watering, and replacing of dead plant materials in a timely manner in accordance with the final approved landscape plan. A copy of said Agreement is attached hereto, marked Exhibit "A" and hereby made part of this Ordinance. This "Agreement for Installation and Maintenance of Landscaping" shall be recorded at the petitioner's expense. (Standard)

24. All new construction, alterations, and remodeling shall meet current International Building and NFPA Life Safety Codes as amended. (Standard)

25. The petitioner shall obtain all required permits and approvals for improvements to County, State, or Federal rights-of-way from the governing jurisdiction. (Standard)

26. The Subject Property must conform to the Village's storm water control requirements as contained in the Skokie Village Code, including the disconnection of any downspouts. (Standard)

27. All signage shall conform to the Skokie Village Code, except as provided in this ordinance. Any sign on the Subject Property that is in violation of that Code must be removed or modified to conform with the Village Code prior to the issuance of an occupancy permit. (Standard)

28. All modifications to building elevations, signage, and landscaping shall be subject to the review and approval of the Skokie Appearance Commission. (Standard)

29. The petitioner shall submit to the Planning Division electronic files of the site plan and landscape plan in their approved and finalized form. (Standard)

30. Prior to the issuance of building permits, the petitioner shall submit to the Planning Division of the Community Development Department the name, property address, email address, and telephone number of the company and contact person.
responsible for site maintenance in compliance with this site plan approval. (Standard)

31. If work is to be performed on public property or if public property is utilized or impacted during construction and/or development, the owner shall provide, or shall cause the developer and/or contractor to provide, the Village of Skokie with a certificate of insurance naming the Village of Skokie as additionally insured for any and all claims related to any and all work. The owner shall hold, and shall cause the developer and/or contractor to hold, the Village of Skokie harmless and indemnify the Village for any and all claims for property damage or personal injury related to work on or use of public property. (Standard)

32. The petitioner shall comply with all Federal and State statutes, laws, rules and regulations and all Village codes, ordinances, rules, and regulations. (Standard)

33. Failure to abide by any and all terms of this Ordinance shall be cause for the Village to initiate hearings to determine whether the subject Ordinance, as well as any applicable business licenses, should be revised or revoked. The petitioner shall pay all costs related to any hearings conducted as a result of non-compliance with any of the provisions of the enabling ordinance. The costs shall include but not be limited to court reporter fees, attorney fees, and staff time required researching and conducting said hearing. (Standard)

ATTACHMENTS

1. Proposed Positive Findings of Fact for 2019-04P
2. Staff parking analysis, dated March 14, 2019
3. Full Site Plan, dated February 11, 2019
4. Site Plan, dated February 12, 2019
5. Annotated Proposed Tree Protection Plan, dated February 28, 2019
6. Annotated Conceptual Landscape Plan, dated February 28, 2019
7. Signage Criteria for Retail Development – NEC Touhy & Hamlin, dated July 3, 2018
8. Land Use and Zoning Map
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<th>Consideration</th>
<th>Finding</th>
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<td>The request is harmonious with and does not adversely affect adjacent properties.</td>
<td>The formerly industrial neighborhood is now almost exclusively commercial. As long as proposed improvements to the Touhy Avenue and Hamlin rights-of-way are made, adverse impacts should be minimal.</td>
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<td>The request can demonstrate that adequate public facilities, including roads, drainage, utilities, and police and fire protection exist or will exist to serve the requested use at the time such facilities are needed.</td>
<td>Adequate public facilities exist to serve the requested use as long as proposed improvements to the Touhy Avenue and Hamlin rights-of-way are made, and new stormwater control is being provided.</td>
</tr>
<tr>
<td>The request demonstrates adequate provision for maintenance of the associated structures.</td>
<td>No problems are anticipated with respect to the maintenance of the associated structures.</td>
</tr>
<tr>
<td>The request has considered and, to the degree possible, addressed the adverse effects on the natural environment.</td>
<td>New stormwater detention will mitigate the effects of local flooding.</td>
</tr>
<tr>
<td>The request will not create undue traffic congestion.</td>
<td>Traffic congestion accommodated as long as proposed improvements to the Touhy Avenue and Hamlin rights-of-way are made.</td>
</tr>
<tr>
<td>The request will not adversely affect public health, safety, and welfare.</td>
<td>The request will not adversely affect public health, safety, and welfare.</td>
</tr>
<tr>
<td>The request conforms to all applicable provisions of this code, except where relief is granted with the request.</td>
<td>All applicable provisions of this code are conformed to, except where relief is granted with the request.</td>
</tr>
</tbody>
</table>
## PARKING ANALYSIS WORKSHEET

**Touhy & Hamlin**  
3/14/2019

### Zone: B2  
Commercial

<table>
<thead>
<tr>
<th>Tenant / Business</th>
<th>Address / Suite</th>
<th>Use</th>
<th>Gross Area (SF)</th>
<th>Deductions (SF)</th>
<th>*Net Area (SF)</th>
<th>RATIO</th>
<th>Parking Required</th>
<th>Parking Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bouna Beef</td>
<td>Touhy &amp; Hamlin</td>
<td>Restaurant</td>
<td>4,700</td>
<td>474</td>
<td>4,226</td>
<td>1/100</td>
<td>42.3</td>
<td></td>
</tr>
<tr>
<td>2 Building A</td>
<td>Touhy &amp; Hamlin</td>
<td>Retail</td>
<td>10,500</td>
<td></td>
<td>7,000</td>
<td>1/300</td>
<td>23.3</td>
<td></td>
</tr>
<tr>
<td>3 Building A</td>
<td>Touhy &amp; Hamlin</td>
<td>Restaurant</td>
<td></td>
<td></td>
<td>3,500</td>
<td>1/100</td>
<td>35.0</td>
<td></td>
</tr>
<tr>
<td>4 Medical Facility</td>
<td>Touhy &amp; Hamlin</td>
<td>Clinic/Outpatient Care Center</td>
<td>31,860</td>
<td>NA</td>
<td>31,860</td>
<td>1/200</td>
<td>159.3</td>
<td></td>
</tr>
</tbody>
</table>

| Total:                |                 |                      | 47,060          | 260             | 260            |       |                 |                 |

* Floor area, net, when prescribed as the basis of measurement for off-street parking and loading spaces for any use, shall be the sum of the gross horizontal area of the basement, and all other floors, excluding hallways, stairways, elevator shafts, boiler and air conditioning equipment rooms, or areas used for off-street parking facilities. All horizontal dimensions shall be taken from the exterior faces of the exterior walls, or from the centerlines of walls separating 2 buildings.

**NOTE:**

- Provide Req. Minimum Nr. of Accessible Spaces = 7 (8 ADA provided)
- Provide Required Bicycle Parking Spaces = 13  
  (5% office, retail, etc.; 10% recreational; 10% students)
- Required Loading Spaces = 2

Comments: Per STATE requirement, outpatient medical facilities must provide 10% of total number of parking, provided dedicated to ADA Accessible Parking Spaces. This parking analysis is subject to change based on tenant choice selection in retail spaces and clarification on type of medical facility proposed.

KSM
Save tree. You can work around this tree.*

Callout: 2/8/19

* Comply with applicable local, state, and federal regulations.
Signage Criteria for
Retail Development – NEC Touhy & Hamlin

These criteria have been established for the purpose of assuring a uniform sign package compatible and harmonious with the architectural scheme of the retail development, to enhance the development’s visual impact to the public, for the mutual benefit of all Tenants, and one which complies with the signage regulations of the Village Code of Skokie. Conformity will be strictly enforced and any installed non-conforming or unapproved signs must be brought into conformance at the sole expense of the Tenant. Any request for deviation from the Building Signage Criteria below must be approved by the landlord and the Village of Skokie.

Permitted Signage Text:
The Tenant’s sign(s) shall be limited to the Tenant’s corporate or official trade name as stated in the Lease. The use of a corporate logo or other established corporate insignia is permitted only if specifically approved in writing by the landlord and the Village of Skokie. Taglines or identification of specific products or services are not permitted.

Permitted Signage Quantities:

Wall Signs - Retail A and C Tenants:
One (1) wall sign is permitted per each tenant in each Signable Area. Signable Areas may be established for facades with street frontage, facades facing the parking lot, facades where there is public access or display windows.
- Signable Areas shall be no greater than 1/3 of the commercial portion of the façade.
- No wall sign shall have a gross surface area in excess of 1/3 of the Signable Area. No letter or logo shall be larger than 36 inches in height. No wall sign shall be located closer than 10 percent of the distance to the top or to the bottom of any fascia or structural surface to which it is attached. No wall sign shall be wider than 80 percent of the width of an occupant's space with a minimum width of 2 feet from each side of the tenant's space.
- Wall signs shall be displayed only within the Signable Area of a building.
- No wall sign shall extend over the top of the facade of any building to which it is attached.
- See enclosed signage elevation package for specific wall sign information.

Ground Monument Sign:
- There shall only be 1 ground sign at any single- or multiple-use site, excluding ground signs used for directional purposes. Where there are adjoining uses sharing party walls, there shall only be 1 ground sign to be used jointly by all the adjoining uses. Each use shall have its proportionate share of the sign area based on its proportion of the linear footage of building frontage.
- When more than 1 occupant is listed (multi-tenant), the square footage allowed may be increased to 50 square feet per face with a maximum gross surface area of 100 square feet per sign.
- No ground sign (other than directional signs such as entrance/exit signs) shall be located closer than its height, measured horizontally, to any interior lot line, rear lot line, or adjacent ground sign, subject to the approval of the Director of Engineering.
- The signs will be internally illuminated, stencil routed with push through forms.
- Ground sign shall not exceed a height of 18 feet.
Canopy or Awning Signs:
- Each use shall be allowed only 1 awning, canopy or marquee sign facing any street, mall, parking lot, or public access area where there is a business entrance or display window. The top of the awning, canopy or marquee shall be at least 12 inches below the top of the building parapet or 10 percent of the facade above the first floor window line whichever is less.
- The surface area of any sign affixed to an awning, canopy or marquee shall not exceed 50 percent of the face to which it is attached or 100 square feet, whichever is less. Letters or signs affixed to any awning, canopy or marquee shall be subject to the following conditions:
  1. Letters, lettering, or logos shall not project above the physical dimensions of the awning, canopy or marquee.
  2. No letters shall exceed 18 inches in height, nor shall any logo exceed 20 inches in height. The address shall not exceed 12 inches in height.
  3. The lettering or logo shall not exceed one-third the area of the face parallel to the building.
  4. Letters or lettering shall only identify the name or use of the business conducted therein, the address number, and street name.
  5. Lettering or logos are allowed only on the canopy face that is parallel to the building wall.

General Notes

Signage General Requirements:
All signage is to be of the highest quality construction and must be manufactured using Village approved non-combustible materials. Shop fabrication and painting is required. All sign must be of new construction. Reused, renovated and remodeled signs will not be permitted. All attachments, labels, fasteners, mounting brackets, wiring, clips, transformers, disconnects, lamps and other mechanisms required for the signage will be concealed from view. Light leaks are not permitted. Weep holes are permitted only on exterior signs.

All wall signs must be composed of individually illuminated or backlit letters, with the exception of logos – which shall be internally-illuminated logo cabinets. Letter face to be colored translucent Plexiglas or equal. Letter return and trim shall be of a contrasting color from the letter face. Returns and trim are to be prefinished aluminum or shop painted aluminum. The following are acceptable sign types: cut metal letterforms, pin-mounted metal or glass logotypes, porcelain enamel sign faces, stencil cut metal, metal channel letters, and screen printed text on awnings. The Landlord will review and approve the use of banners, blade signs, window graphics, and awning signage per Tenant as supplemental to the wall signage described above. No acrylic or plastic box signs will be allowed. Exterior signs shall be watertight and comply with all governing electrical code and Village of Skokie requirements regarding wiring and appropriate illumination equipment. Neither the sign manufacturer's name nor logo is permitted to be displayed on or near the sign.

All signs shall bear the U. L. label and their installation shall comply with all governing building and electrical codes, the criteria set forth in this Exhibit, and the signage regulations of the Village of Skokie.

No exposed crossovers or conduit will be permitted.

All conductors, transformers, disconnects and other equipment shall be concealed, except as required for disconnect by the Village of Skokie (which in that case, is to be painted to match the façade).

Electrical service to all signs shall be on Tenant's meter.
Sign illumination shall be controlled by a seven-day/24-hour time clock located in the rear of the Premises. Tenant shall set time clock to coincide with hours determined by the landlord.

Mounting:
All signs must be mounted on raceways furnished and installed by the Tenant’s Sign Company. Raceways shall match the adjacent building material color.

Signs not permitted:
Exposed neon signs.
Moving signs.
Blinking or flashing signs.
Signs that emit smells or sounds.
Box signs.
Changeable copy signs.

Ancillary Signage

Credit Card Logos:
Credit card logos are not permitted to be applied to either the storefront or the building facades.

Affiliations
Signage indicating tenant affiliations – such as Better Business Bureau or FDIC Insured – are not permitted to be applied to either the storefront or the building facades.

Store Hour Signage:
The overall store hour signage may be a maximum of 14 inches high and 10 inches wide. Letters and numbers shall be a maximum of 1 inch high. The use of advertising logos other than the tenant’s name shall not be permitted. Letters shall be vinyl applied or professionally painted to the inside face of the storefront glass. Store hour signage shall consist of one color only.

Rear Door Identification:
At Tenant’s rear service door, Tenant shall provide a sign, approved by the landlord, at the Tenant’s expense and in accordance with local codes. Such sign shall be Helvetica medium, 2” height maximum centered on door at 6’-0” height in Tenant’s name only. Tenant shall not permit anyone to place or otherwise create any additional signage at, on, or around the rear service door. Any violation of this prohibition, corrective measures and/or fines shall be Tenant’s sole responsibility and expense.

Address:
House number address shall be white vinyl in Arabic numerals four (4) inches high with a one (1) inch stroke, applied to the exterior face of the glass. Address shall be centered directly above Tenant door. The outline perimeter of all numbers shall be defined by the shape of the number; no background field is permitted.

Interior Signage:
Floor signs, interior hanging signs, etc., visible from outside the Tenant’s space, but within the Tenant’s lease line in its storefront, are prohibited unless approved in writing by the landlord and the Village of Skokie. Signs advertising the sale of alcohol shall be set back a minimum of 5'-0” from the storefront wall.

Advertising/Temporary Signage:
Except as provided herein, no advertising placards, banners, pennants, “Grand Opening”, “Now Open”, names, insignias, trademarks or other descriptive materials shall be affixed or maintained upon the glass panes and supports of the show windows and doors, or upon the exterior walls of building or storefront unless approved in writing by the landlord and the Village of Skokie. If such signage requires attachment
to exterior walls or roof construction, then the means of attachment must also be approved in writing by the landlord.

**Procedure/Administration**

**Approval**
Approval of the Tenant sign shop drawing and its design by the Landlord does not constitute approval by the Village of Skokie. Tenant’s Sign Company is responsible for obtaining the signage permit per the signage regulations of the Village of Skokie. The landlord is not responsible for providing the Tenant or the sign company with the sign regulations of the Village of Skokie or any applicable forms required for permit. Tenant shall submit one set of reproducible drawings and three sets of bond drawings of the sign shop drawings for review and approval by the Landlord. Fabrication or installation of the Tenant's signage shall not commence before the Landlord’s approval of the sign shop drawings. The Tenant is responsible to obtain sign and electrical permits as may be required by the Village of Skokie. The sign criteria are not meant as a substitute for the signage regulations of the Village of Skokie. The signage regulations of the Village of Skokie shall take precedence.

**Sign Shop Drawings:**
Prior to submitting to the Village of Skokie, the Tenant shall submit for Landlord’s approval plans and specifications indicating the signs, including all lettering and/or graphics. Prior to sign fabrication, Tenant shall submit to Landlord drawings, specifications, materials and color, for the proposed sign work. Sign shop drawings shall clearly indicate 1) the location and size of all signs on the façade (minimum scale 1/8" = 1'-0" size); 2) provide a section or sections through the sign; 3) identify the materials and construction; 4) provide complete information on installation; 5) the location and size of all penetrations for conduit sleeves and supports and shall indicate all construction and attachments.

**July 03, 2018**

**July 03, 2018**
End of Section

July 03, 2018

Sign criteria created by OKW Architects, Inc. for R^2

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