

STAFF REPORT 2019-08P: Zoning Chapter Amendment

Community Development Department

Council Chambers, 7:30 PM, April 4, 2019

To: Paul Luke, Chairman, Skokie Plan Commission
From: Steve Marciani, Planning Supervisor
Case: **2018-08P: Zoning Chapter Amendment**
 Parking Determinations

General Information	
<i>Petitioner</i>	Skokie Village Manager
<i>Purpose</i>	To review and possibly modify the Zoning Chapter of the Village Code with the purpose of clarifying the requirements for parking determinations.

STAFF ANALYSIS

Based on Plan Commission case 2018-46P and as a result of a requested review by the Corporation Counsel, this chapter amendment is intended to address the concerns of some Commissioners about the clarity of parking determination submittal and review requirements. The Zoning Review Committee met comprising of members of Community Development, Engineering, Legal, and the Village Manager to discuss what amendments might be needed, if any, to address this concern.

The Plan Commission has the power to make parking determinations and those uses needing parking determinations are listed in the parking requirements section of the Zoning chapter. Administratively, the Engineering Division has always requested from the petitioner information needed to assist with our recommendation and more recently some specific requirements have been listed on the Petition for Parking Determination.

This amendment gives the Plan Commission guidance on making such determinations and references items on the Petition of Parking Determination for some of the submittal requirements for specified uses. Staff did not want to codify blanket requirements. The Petition can be amended administratively to allow Staff some flexibility to look at uses on a case by case basis.

This is the language that appears on the Petition for Parking Determination with a proposed section added for Assembly uses:

SUBMITTAL REQUIREMENTS

- A signed statement describing the operation of the proposed use and any other relevant information that affects the type and amount of parking necessary for this use. In addition, please also include the following information for these uses:

Assembly uses (including religious assembly): Parking analysis must be prepared by a transportation engineering firm and include staff with Professional Engineer (PE) credentials. Parking study must be a written report with an introduction, analysis, and recommendations, including a recommended parking ratio. Concluding recommendation will be 1.0 parking spaces per X seats. Additional requirements for scope to be provided by Engineering.

Car wash: the number of staff employed exclusively for this use on site at any given time including peak periods, the number of parking spaces needed for vacuuming and drying vehicles, the number of cars expected to be stored after services have been completed.

Colleges and universities: the capacity enrollment, the number of students, teachers, and staff expected to be on campus at any given time, the hours and days of instruction and other types of events that typically occur, the size and seating capacity of any assembly spaces, and the total building square footage of the campus.

Dormitory: the number of rooms and the distribution of occupancy per room.

Health and fitness center: the square footage of all fitness and supporting areas, massage therapy facilities, beauty salons, child care rooms, retail areas, and food service facilities, the number of staff expected to be in the facility at any given time including peak periods, and the number of members or guests expected to be in the facility at any given time including peak periods.

Hospital: the number of total employees, the number of hospital beds, the square footage of medial office space and food service areas.

Truck and freight transportation services: the number of total employees, the number of trucks owned or leased and stored on-site and off-site.

Also, Staff concluded that all assembly uses should also get parking determinations, based on the large variation in types of users on the same categories.

STAFF RECOMMENDATION

Staff recommends that Appendix of Chapter 118 Zoning of the Skokie Village Code be amended as follows, with text to be deleted ~~highlighted and stricken through~~ and text to be added **highlighted and bolded**.

ARTICLE XI. OFF-STREET PARKING AND LOADING

...

Sec. 118-218. Required number of motor vehicle parking spaces.

The minimum number of off-street motor vehicle parking spaces required for designated uses shall be as follows:

...

(2) *Schools, places of worship, institutions, auditoriums and other places of assembly.*

Assembly uses, **including** ~~(except religious assembly)~~, auditoriums, gymnasiums, stadiums, grandstands, meeting halls, and institutional establishments: 1 parking space for each 4 seats or for each 80 lineal inches of seating space in the main auditorium or assembly. **Off-street parking requirements shall be determined by the Plan Commission.**

~~Religious assembly: Off-street parking requirements shall be determined by the Plan Commission.~~

...

(f) Senior high: 1 parking space for each 7 students based on the maximum number of students that can be accommodated in accordance with the design capacity of the building.

All other schools, institutions, and assembly uses: Off-street parking requirements shall be determined by the Plan Commission.

...

~~(5) *Other uses.* Parking spaces for other uses not listed in subsections (1) through (4) of this section shall be determined by the Plan Commission.~~

(5) *Parking determinations.* The Plan Commission will base their determination of off-street parking on a signed statement describing the operation of the proposed use, information and recommendations contained in the Staff Report of the Plan Commission, and any other information that affects the type and amount of parking necessary for the use, as determined by Staff and listed on the Petition for Parking Determination. This additional information may include, but is not limited to, professional parking studies measuring real parking demand, the number of employees at the location throughout the day, peak use periods, parking spaces needed for specific functions (e.g. pick-up/drop-off, vehicles used or stored by the use, et cetera), occupancy of different spaces, and usage of different areas within the location.