STAFF REPORT

To: Paul Luke, Chairman, Skokie Plan Commission
From: Mike Voitik, Associate Planner
Re: 2019-13P: Special Use Permit
4049 Main Street

### General Information

<table>
<thead>
<tr>
<th><strong>Location</strong></th>
<th>4049 Main Street</th>
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<tr>
<td><strong>Purpose</strong></td>
<td>To obtain a special use permit for a special trade contractor’s office in a B1 Service Commercial zoning district, and any additional relief that may be discovered during the review of this case.</td>
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<td><strong>Petitioner</strong></td>
<td>Sabid Redzic</td>
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<td><strong>Size of Site</strong></td>
<td>3,000 square feet (0.068 acres) with frontage on Main Street</td>
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<td><strong>Existing Zoning &amp; Land Use</strong></td>
<td>B1 Service Commercial – special trade contractor</td>
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<td><strong>Adjacent Zoning &amp; Land Use</strong></td>
<td>North: R2 Single-Family - vacant religious assembly space, child day care not in a residence</td>
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<td>South: R2 Single-Family - detached residences</td>
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<td>East: B1 Service Commercial - pharmacy, beauty parlor</td>
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<td></td>
<td>West: B1 Service Commercial - special trade contractor, real estate service</td>
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<td><strong>Comprehensive Plan</strong></td>
<td>The site is designated as retail/service employment.</td>
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### SITE INFORMATION

- A public sidewalk is present on Main Street.
- Overhead utilities run on the north side of the public alley that is present to the south of the subject site.
- A concrete pad on the south side of the building provides parking for 2 vehicles.
- An overhead door is present on the south side of the building.
- The site is served by the Pace 215 Crawford-Howard bus, which runs 1 block to the east along Crawford Avenue.
PETITIONER’S SUBMITTAL

The petitioner is requesting a special use permit for a special trade contractor’s office at 4049 Main Street, in a B1 Service Commercial zoning district. The petitioner began operating a special trade contractor’s office at the subject site in violation of the Village Code at some point after opening an electrical supply business, Brand Electrical Supply, at this location in 2006. A recent Village inspection of the subject site revealed that the electrical supply business is no longer operating from this building.

The current business, Beta Electric, Inc., operates a small office area within the front of the building and the remainder of the building is used to store equipment and parts that are needed by the employees working in the field. A total of 2 employees work for the company, but are typically only in the building in the morning to check on work schedules and pick up tools and parts for their projects at job sites. Two parking spaces are present behind the building and are accessible from the public alley.

Comments

Staff Comment and Review sheets were sent to all pertinent departments. Other than the Forestry Division, Fire Department, Engineering Division, and Planning Division comments below, all others did not respond or approved the request without comment.

Forestry Division

Forestry Division staff notes that the entire front of the property is covered with asphalt, but is unable to be utilized for parking. Staff requests that the asphalt pavement be reduced in coverage to allow for the installation of a landscaping bed that matches the dimensions of the landscaped area in front of the adjacent building at 4051 Main Street.

Fire Department

Proper emergency lighting, illuminated exits, and mounted fire extinguishers are all required for the building.

Engineering Division

A total of 2 parking spaces are required for the site and a paved area for 2 spaces is provided off the alley. However, the spaces will need to be striped.

Planning Division

The Planning Division supports the special use permit request. Obtaining a special use permit will legalize the operation of the existing business.

Staff concurs with the Forestry Division’s comment regarding the need to install landscaping in front of the building. Aside from reducing the amount of impermeable surface on the property, the removal of some of the pavement will enhance the appearance of the property. The pavement presently serves no purpose as there is no vehicular access to it for parking. Staff requests that the petitioner prepare a site and landscape plan that indicates the removal of some of the pavement and installation of landscaping.
One bicycle parking space is required and must be shown on the site and landscaping plan and be located and designed in compliance with §118-221 of the Skokie Village Code.

**APPEARANCE COMMISSION**

Appearance Commission review is not required.

**STAFF RECOMMENDATIONS**

Staff recommends that the petitioner’s request for a special use permit for a special trade contractor's office at 4049 Main Street, in a B1 Service Commercial zoning district, be **APPROVED**, based upon the Proposed Positive Findings of Fact and subject to the Recommended and Standard Special Use Permit Conditions listed below.

**RECOMMENDED SPECIAL USE CONDITIONS**

1. Prior to the hearing of the subject case before the Board of Trustees, the petitioner must draft a site and landscape plan that depicts:
   a. The removal of some of the asphalt pavement from the front yard of the building and the installation of landscaping.
   b. The installation of a bicycle parking space that is located and designed in compliance with §118-221 of the Skokie Village Code.
   c. The striping of two 9 foot-wide by 18 foot-deep parking spaces to the south of the building.

**STANDARD SPECIAL USE CONDITIONS**

2. The petitioner shall develop the Subject Property in substantial conformance with the final Village approved site and landscape plan (to be submitted prior to hearing of the case before the Board of Trustees) <insert date of final approved plan> and floor plan received <insert date of final approved plan>.

3. 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.

4. All existing damaged public sidewalks or public sidewalks damaged due to the implementation of this plan shall be replaced.

5. 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.

6. All off-street parking spaces shall be legibly striped and maintained.

7. Any plan to modify parking lot striping must be approved by the Director of Engineering.
8. 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.

9. 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.

10. All new construction, alterations, and remodeling shall meet current International Building and NFPA Life Safety Codes as amended.

11. All signage shall conform to the Skokie Village Code. 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.

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

13. The petitioner shall comply with all Federal and State statutes, laws, rules and regulations and all Village codes, ordinances, rules, and regulations.

14. 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.

ATTACHMENTS

1. Proposed Positive Findings of Fact for 2019-13P
2. Floor Plan, received March 27, 2019
3. Plat of Survey, dated November 22, 2006
4. Land Use and Zoning Map
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<th>Consideration</th>
<th>Finding</th>
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<td>The request is consistent with the intent of the Comprehensive Plan.</td>
<td>The site is designated as retail/service employment in the Comprehensive Plan, of which the use special trade contractors is an appropriate use for such designation.</td>
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<td>The request will not adversely affect adjacent properties.</td>
<td>The proposed use will not adversely affect adjacent properties. Other than business trucks, all equipment associated with the use will be kept within the building.</td>
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<td>The request is compatible with the existing or allowable uses of adjacent properties.</td>
<td>The proposed use is compatible with the existing or allowable uses of adjacent properties. An HVAC special trade contractor is located immediately to the west of the subject site.</td>
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<td>The request demonstrates 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, roads, drainage, utilities, and police and fire protection exist at this time. Site drainage will be further enhanced with the removal of some of the impermeable surface to the north of the building and replacement with landscaping.</td>
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<td>The request demonstrates adequate provision for maintenance and use of the associated structures.</td>
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<td>The request has considered and, to the degree possible, addressed the adverse effects on the natural environment.</td>
<td>There should be no adverse effects on the natural environment from the proposed use.</td>
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<td>The request will not create undue traffic congestion.</td>
<td>The proposed use is not expected to create undue traffic congestion.</td>
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<tr>
<td>The request will not adversely affect public health, safety, and welfare.</td>
<td>The proposed use will not adversely affect the public health, safety, or general welfare.</td>
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<td>The request conforms to all applicable provisions of this code, except where relief is granted with the request.</td>
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