

STAFF REPORT**2020-08P: Special Use Permit**

Community Development Department

Council Chambers, 7:30 PM, May 21, 2020

To: Paul Luke, Chairman, Skokie Plan Commission
 From: Mike Voitik, Associate Planner
 Re: **2020-08P: Special Use Permit**
 6001 Oakton Street

| General Information | |
|---------------------------------------|---|
| <i>Location</i> | 6001 Oakton Street |
| <i>Purpose</i> | To obtain approval for a special use permit for school and employee bus transportation |
| <i>Petitioner</i> | Trustees of Schools, Township 41 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois |
| <i>Size of Site</i> | 243,336 square feet (5.586 acres) with frontage on Oakton Street and Austin Avenue |
| <i>Existing Zoning & Land Use</i> | M2 Light Industry – vacant industrial building |
| <i>Adjacent Zoning & Land Use</i> | North M1 Restricted Manufacturing (Village of Morton Grove) – automotive repair facility, towing service M2 General Manufacturing (Village of Morton Grove) – automotive fuel station, automotive repair facility, limited service restaurant, primary metal manufacturing, furniture manufacturing |
| | South M3 Industry – primary metal manufacturing |
| | East R2 Single-Family – senior high school |
| | West M2 Light Industry – primary metal manufacturing M3 Industry – primary metal manufacturing |
| <i>Comprehensive Plan</i> | The site is designated as manufacturing/service employment. |

SITE INFORMATION

- The site contains a vacant 1-story, 105,000 s. f. warehouse building that was most recently used as a regional warehouse and sales facility for Menards.
- Parking lots are located on the north, west, and east sides of the subject site.
- Overhead utilities run in a north-south direction in the west side of the Austin Avenue parkway to the east of the subject site.

- The site is accessible from driveways at Oakton Street and Austin Avenue.



Complete Streets

- A public sidewalk is present along Oakton Street, but the public sidewalk does not continue past the west property line of the subject site. The west half of Austin Avenue is privately owned and no sidewalk is located within that area.
- The nearest formal bicycle facility is a bike route along Oakton Street adjacent to the subject site. A multiuse path is being planned along the south side of Oakton Street and will connect from Niles West High School to Harlem Avenue.
- The site is served by the Pace 226 Oakton Street bus. The site is within walking distance of residential neighborhoods, services, and schools.
- Access to the building is available from Oakton Street and Austin Avenue.

PETITIONER'S SUBMITTAL

The petitioner is requesting a special use permit for school and employee bus transportation in an M2 Light Industry district.

With regards to the request, the petitioner explains that:

Niles D219 proposes to utilize the facility for a transportation building. The new use aligns in character with the existing use. Interior modifications are minimal and intended to only suit the new use. The facility will house 78 buses with 63 [buses] being housed inside the existing structure. Current office space will be lightly renovated to provide [a] break room, meeting spaces, toilet facilities, and office space for transportation staff. Additionally, there will be a five-bay service area. HVAC modifications will be made to meet current code requirements associated with this use.

[The petitioner] does not anticipate any detrimental impacts in character to the neighborhood. There will be minimal exterior modifications in order to adjust door[s] to new bus and staff access locations. Site modifications are minimal and include [a] new refueling station in the parking lot and restriping of the lot to accommodate bus parking on the west side of the property and staff parking to the north. The north parking lot will maintain the current number of parking spaces. The previous owner parked tractor trailers in the north lot. D219 will be using that lot to park staff vehicles and other ancillary smaller vehicles. Therefore, the character of the neighborhood will be improved due to the elimination of commercial tractor trailer parking on the north in view of Oakton St.

The proposed use is not a significant deviation from the current use. It is anticipated that there will be any impact to current property values in the immediate neighborhood. It is expected that the relocation of buses from Gross Point Rd, currently zoned M1, will result in an improvement of property values in that area.

The proposed use is similar in nature to the existing use of the facility. There is no change or additional impact to general welfare, public health or morals.

In summary, the approval of the special use for Niles District 219 will provide a general improvement on the Village of Skokie. The change in use will improve the character of the neighborhood and relocate the buses and staff to a zoning district more in alignment to the use.

The buses are currently parked at Niles West and maintained at an off-site location. The new site will provide space for general maintenance of the buses, but major repairs will still be performed elsewhere.

The petitioner also intends to enhance the site's appearance by installing new landscaping screening along east side of the parking lot to the east of the building and removing and replacing all dead trees.

Fourteen bicycle parking spaces will be installed near the employee entrance to the building.

STAFF ANALYSIS

Comments

Staff comment and review sheets were sent to all pertinent departments. Staff comments on the subject case were received from the Fire Prevention Bureau and the Forestry, Traffic Engineering, Environmental Health, and Planning Divisions. All other departments returned the sheets with no comments.

Fire Prevention Bureau

The proposed use must meet the following requirements:

- 1) The current fire sprinkler system shall be evaluated based on storage commodity by a fire sprinkler engineer.
- 2) The current fire alarm system shall be brought up to code (if not done so already). This includes submittal of an application and contract for wireless monitoring through Skokie Combined Communications.
- 3) The building will need triple catch basins installed.
- 4) Safety Data Sheets shall be provided for any hazardous materials that will be stored on site.
- 5) Details concerning the exterior propane tank storage and filling facility shall be provided.
- 6) A ventilation system shall be installed and comply with the International Mechanical Code (IMC) as propane compressed gas will be utilized.
- 7) A flammable gas detection system shall be installed.
- 8) This list is not all-inclusive.

Traffic Engineering Division

The Engineering Division recommends approval of the special use permit for school and employee bus transportation. The parking and bicycle parking requirements are both met for the site. Due to recent changes in the State code, access aisle between handicapped parking spaces can now be shared and the petitioner should consider consolidation for all 6 spaces. A striping plan must be submitted prior to issuance of a building permit.

Planning Division

The Planning Division recommends approval of the special use permit request. The use will provide a service that is needed by students in the community and shouldn't have any negative impact upon the surrounding neighborhood. The buses will be stored both within the building as well as within a screened, fenced area to the west of the building. Removing the buses from their current location at Niles West High School will enable the school to utilize that space for additional parking and improvements to traffic circulation.

Storage of buses outside the building, other than the screened area to the west of the building, is prohibited.

Prior to the issuance of an occupancy permit, all landscaping adjacent to the public sidewalk along Oakton Street must be trimmed back to the edge of the sidewalk and have a vertical clearance of 7' above the sidewalk.

Two additional parkway trees must be planted midway between the curb and the north edge of the proposed Oakton Street multiuse path, once the path has been constructed. The parkway trees are to be planted at a distance of 30" from all other parkway trees. The petitioner must contact the Village Forester for a list of approved parkway trees. A \$300 permit fee is required for the installation of both trees.

APPEARANCE COMMISSION

The case was heard and approved at the February 12th, 2020 Appearance Commission meeting.

STAFF RECOMMENDATIONS

Staff recommends that the petitioner's request for a special use permit for school and employee bus transportation at 6001 Oakton Street in an M2 Light Industry district be **APPROVED**, subject to the attached positive findings of fact.

RECOMMENDED SPECIAL USE CONDITIONS

1. Prior to the issuance of a building permit, the petitioner must submit a scalable striping plan depicting all modifications to the parking lots.

2. The petitioner shall develop the Subject Property in substantial conformance with the final Village approved site plan, dated <insert date of final approved plan>; striping plan, dated <insert date of final approved plan>; floor plans, dated <insert date of final approved plan>; landscape plan, dated <insert date of final approved plan>; and elevations, dated <insert date of final approved plan>.
3. Two additional parkway trees must be planted midway between the curb and the north edge of the proposed Oakton Street multiuse path, once the path has been constructed. The parkway trees are to be planted at a distance of 30" from all other parkway trees. The petitioner must contact the Village Forester for a list of approved parkway trees. A \$300 permit fee is required for the installation of both trees.
4. Storage of buses outside the building, other than the screened area to the west of the building, is prohibited.
5. Any 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.
6. All existing damaged public sidewalks or public sidewalks damaged due to the implementation of this plan shall be replaced.
7. 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.
8. Prior to the issuance of building permits, the petitioner shall submit a temporary pedestrian and bicycle 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.
9. 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.
10. All private and public sidewalks shall be maintained free of snow, ice, sleet, or other objects that may impede travel.
11. A screened garbage corral with an impermeable surface shall be provided to contain all dumpsters.
12. All off-street parking spaces shall be legibly striped and maintained.
13. Any plan to modify parking lot striping must be approved by the Director of Engineering.
14. 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.

15. 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.
16. The owner of the Subject Property [and its tenants] shall ensure that employees park on the Subject Property.
17. No required parking space on the site may be for the exclusive use of any tenant.
18. All new 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.
19. The owner of the Subject Property shall cooperate with any public utility project.
20. 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.
21. All new construction, alterations, and remodeling shall meet current International Building and NFPA Life Safety Codes as amended.
22. The petitioner shall obtain all required permits and approvals for improvements to County, State, or Federal rights-of-way from the governing jurisdiction.
23. 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.
24. All signage shall conform to the Skokie Village Code, except as provided in this ordinance. Any legal nonconforming sign on the Subject Property that shall conform with the Village Code when it is damaged >50%, modified, or replaced in the future.
25. All modifications to building elevations, signage, and landscaping shall be subject to the review and approval of the Skokie Appearance Commission.
26. The petitioner shall submit to the Planning Division electronic files of the plat of survey, site plan, and landscape plan in their approved and finalized form. The files shall be scaled 2-dimensional drawing files on non-compressed, non-read only CD-ROM *.dwg AutoCAD format.
27. 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.

28. 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 all claims for property damage or personal injury related to work on or use of public property.
29. The petitioner shall comply with all Federal and State statutes, laws, rules and regulations and all Village codes, ordinances, rules, and regulations.
30. Failure to abide by 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
2. Site Plan, dated May 4, 2020
3. Floor Plans, dated May 4, 2020
4. Turning Radius Analysis, dated May 4, 2020
5. ALTA/NSPS Land Title Survey, dated February 21, 2020
6. Elevations, dated May 4, 2020
7. Landscape Plan, dated May 4, 2020
8. Tree Inventory, dated November 11, 2019
9. Land Use and Zoning Map

Proposed Positive Findings of Fact 2020-08P: Special Use Permit

Community Development Department

Council Chambers, 7:30 PM, May 21, 2020

| <i>Consideration</i> | <i>Finding</i> |
|---|--|
| The request is consistent with the intent of the Comprehensive Plan. | The request for a special use permit for school and employee bus transportation, is consistent with the intent of the manufacturing/service employment land use identified in the Comprehensive Plan. |
| The request will not adversely affect adjacent properties. | The proposed use should be able to function within the subject site without adversely impacting the surrounding area. |
| The request is compatible with the existing or allowable uses of adjacent properties. | The request is compatible with the existing or allowable uses of adjacent properties. |
| 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. | Adequate public facilities will exist to serve the requested use. |
| The request demonstrates adequate provision for maintenance and use of the associated structures. | Adequate provision for maintenance and use of the associated structures is demonstrated by the request. |
| The request has considered and, to the degree possible, addressed the adverse effects on the natural environment. | There should be no adverse effects on the natural environment as a result of the request. |
| The request will not create undue traffic congestion. | There should be no undue traffic congestion caused by the proposed use. The subject site is located adjacent to the signalized intersection at Oakton Street and Austin Avenue, which will facilitate bus access to and from the site. |
| The request will not adversely affect public health, safety, and welfare. | There should be no adverse effect upon public health, safety, and welfare. |
| The request conforms to all applicable provisions of this code, except where relief is granted with the request. | The request conforms to all applicable provisions of this code. |