To: Paul Luke, Chairman, Skokie Plan Commission
From: Mike Voitik, Planning Technician
Re: 2023-17P: Site Plan Approval
4600 Main Street

Related Cases – 2023-15P: Zoning Map Amendment
2023-16P: Subdivision

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| **Adjacent Zoning & Land Use** | North: R1 Single-Family – detached residences  
  South: R4 Multifamily Housing – townhouse residences, 2-unit multifamily residences, 3- or more unit multifamily residences  
  East: R1 Single-Family – golf course  
  R2 Single-Family – detached residences  
  West: R1 Single-Family – detached residences  
  R4 Multifamily Housing – townhouse residences |
| **Comprehensive Plan** | The site is designated as other residential. |

**SITE INFORMATION**
- The site contains a private school that serves children from pre-K to 8th grade.
- The site is accessible from driveways at Kenton Avenue and Kilpatrick Avenue.
- Overhead utilities run along the north and east sides of the subject site.

**Complete Streets**

- Public sidewalks are present on Main Street, Kilpatrick Avenue, and within the north 100’ of the Kenton Avenue right-of-way adjacent to the subject site. The remainder of the public sidewalk on Kenton Avenue is located within the subject site.
- A bike route is present on Main Street.
- The site is served by the CTA 54A North Cicero/Skokie Blvd. bus, which runs a block to the west of the subject site.
- The site is within walking distance of residential neighborhoods and services.

**PETITIONER’S SUBMITTAL**

The petitioner is requesting site plan approval to construct 68 townhouse residences, surface parking, and storm water detention at 4600 Main Street. Site plan approval is required in this instance because modifications are being made to buildings on a site 1 acre or larger in size.

The petitioner stated:

The proposed residential campus at 4600 Main Street (the “Project”) is designed to provide numerous benefits to the future residents, the community and the surrounding neighborhood. Significant attention was paid to the scope of the development, namely drastic reductions in overall height and density from the prior proposal, to ensure the Project will be harmonious with adjacent property and will not adversely affect adjacent properties. This will be a high-quality medium intensity Project which, typical of the area, will be comprised entirely of two- and three-bedroom single family residential townhomes. This is a reduction in density from the 3 and 4 story multi-family developments that can be found on properties across Main Street from the Project and in the R4 zoning for many blocks to the south. The existing private school on the project site has generated significant, but typical, school traffic, particularly during applicable school start and end times. Redeveloping this site will eliminate the real and perceived impact of educational facilities, including traffic, and add to an already strong residential, retail, restaurant, office and service building area. Established site control protocols or covenants will ensure that maintenance of this facility is ongoing to protect and preserve this significant asset. Sustainability and care for the environment are an important tenant of this project. Long before the Village provided the public with a draft of its Environmental Sustainability Plan (the
“Sustainability Plan”), The Developer and its architect, committed to designing the Project to meet the Green Building Initiatives ("GBI") requirements and protocols for a Green Globe certification.

In addition to the construction of the new townhomes, the petitioner will also be making several improvements to the site, including:

- Per Village ordinance 23-5-C, developer to make payment-in-lieu of $600,000 in furtherance of the Village of Skokie’s affordable housing initiative, such payment reflects the value of five percent (5%) of the 68 units at $150,000 per unit.
- Including open space setbacks at the Northeast and Northwest corners of the site.

The petitioners are also requesting a map amendment to rezone the northern 165 feet of 4600 Main St property from R1 Single-Family to R4 Multifamily (2023-15P) and a subdivision of the subject site into a single lot (2023-16P).

**STAFF ANALYSIS**

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

**Engineering Division**

A total of 158 parking spaces are required for the subject site and 158 parking spaces are provided, meeting the parking requirement.

South side of proposed development will be within zoned permit parking. Residents and guests will not be eligible for zone permit parking.

If during construction any lane closures or sidewalk closures are intended, owner/contractor must apply for Public Way Obstruction or Use permit with Engineering. Application may be obtained with engineering or on Village website. Traffic control plan and fees will apply.

The petitioner must obtain an MWRD determination letter to determine if an MWRD permit is required for the proposal. Any existing or proposed overhead telecommunication, fiber optic, electric, etc. services to the buildings and grounds office shall be buried or installed underground.

**Forestry Division**

Forestry staff requires tree protection fencing for site trees in a construction project. Please install per plan for site trees. For north boundary trees please extend out as far as possible. The fencing must remain in place for the duration of the construction project.

A tree removal permit is required prior to demo - The tree removal bond cost for this project is $18,000 which may be reimbursed at the end of the project depending on number of trees planted back. There is also a parkway tree removal permit required of $1200 which is non-refundable.
Mix in State Street maples with the Autumn Flame maples. Ok for a few & would like to see how they perform. No Colorado spruce; could substitute Bald cypress, Concolor fir or Norway spruce. Recommend Triumph elm instead of Accolade & mix in some Swamp white oaks with the Red oaks. Recommend American Sentry linden instead of Redmond but not required. Use native species where ever possible for all plantings. Note location of overhead wires for shade trees to be planted back.

Fire Prevention Division

Identify the property use and construction type of the clubhouse.

Identify the codes used for the plans submitted.

Plan sheets CEX-01 and CEX-02 need to have curb lines shortened to prevent possible damage to the responding fire apparatus.

Submit fire apparatus turning radius plans for showing entry from the east side of the property going to the west. Apparatus dimensions are as follows: 580 inches in length, 254 inches for a wheel base, 138 inches in height, a width of 8 feet, a turning radius (wall to wall) of 48 feet and an outrigger span of 20 feet.

Private fire hydrants will be required on the south side of the clubhouse and on the north end of the property, due to the possible lengths of supply hose for fire suppression activities. These hydrants will be maintained in accordance with NFPA standards and the Adopted Municipal Codes of the Village of Skokie.

Tree plan may hinder fire department aerial apparatus access to the roof from the Main Street side of the project.

Identify the proposed addresses for each building / unit and the clubhouse. The Fire Department will want to review the address locations to ensure that Fire Department operations will not be hindered.

Identify the Fire Department access for each of the townhomes.

Provide cut sheet of the firewall that will be providing the fire separation between each of the townhomes.

Planning Division

The Planning Division supports the proposed site plan approval request. The proposal will increase the housing supply in the Main Street corridor with 68 new townhouses. A quick calculation of school impact shows the increase of school attendance to be minimal. Using 0.33 kids per unit for attached housing estimates 22 additional kids from grade school to high school. The construction will meet sustainability objectives and obtain Green Globes certification. Environmental objectives pursued through Green Globes lead to lower energy and water bills, reduced emissions, optimized health and wellness benefits, and minimized waste. While the Project is not subject to the Sustainability Plan, its design, forward thinking sustainability measures and seeking of the Green Globes certification is
strong evidence of its commitment to establishing a sustainable Project which is protective of the community’s health, safety and general welfare.

The pedestrian experience will also be improved by the new development. The entire Main Street frontage will better meet the sidewalk with human scale buildings and improved landscaping. Also, the increased purchasing power of the new residents will only help the struggling Main St businesses to the east and west.

Indicate where the combined box units for mail delivery will be located on the site plan.

All townhouses on the perimeter will have addresses using Main Street, Kenton Avenue, and Kilpatrick Avenue as the base street. The interior townhouses will use Bobolink Terrace as the street name in their address. Planning staff will determine the exact addressing for each of the townhouse units.

Indicate the locations of all existing and proposed carriage walks within the Main Street, Kenton Avenue, and Kilpatrick Avenue parkways on the site plan.

The site plan shows a striped parking space located in front of a fire hydrant in the middle of the block along Main Street. The area in front of the hydrant needs to be drawn as a no parking zone on the site plan.

**APPEARANCE COMMISSION**

Appearance Commission review will occur after the Plan Commission’s public hearing on 8/3/23.

**STAFF RECOMMENDATIONS**

Staff recommends that the petitioner’s request for site plan approval to develop 68 townhouse residences, surface parking, and storm water detention at 4600 Main Street in an R4 Multifamily Housing zoning district be **APPROVED** based upon the Proposed Positive Findings of Fact for the site plan approval and subject to the recommended site plan approval conditions listed below.

**RECOMMENDED SITE PLAN APPROVAL CONDITIONS**

1. Prior to the hearing of the subject case before the Board of Trustees, the petitioner must:
   a. Revise the landscape plan to incorporate Forestry Division comments
   b. Identify the property use and construction type of the clubhouse.
   c. Identify the codes used for the plans submitted.
   d. Plan sheets CEX-01 and CEX-02 need to have curb lines shortened to prevent possible damage to the responding fire apparatus.
e. Submit fire apparatus turning radius plans for showing entry from the east side of the property going to the west. Apparatus dimensions are as follows: 580 inches in length, 254 inches for a wheel base, 138 inches in height, a width of 8 feet, a turning radius (wall to wall) of 48 feet and an outrigger span of 20 feet.

f. Private fire hydrants will be required on the south side of the clubhouse and on the north end of the property, due to the possible lengths of supply hose for fire suppression activities. These hydrants will be maintained in accordance with NFPA standards and the Adopted Municipal Codes of the Village of Skokie.

g. Tree plan may hinder fire department aerial apparatus access to the roof from the Main Street side of the project.

h. Identify the proposed addresses for each building / unit and the clubhouse. The Fire Department will want to review the address locations to ensure that Fire Department operations will not be hindered.

i. Identify the Fire Department access for each of the townhomes.

j. Provide cut sheet of the firewall that will be providing the fire separation between each of the townhomes.

k. Revise the site plan to Indicate the locations of all existing and proposed carriage walks within the Main Street, Kenton Avenue, and Kilpatrick Avenue parkways on the site plan.

2. Prior to the issuance of a building permit, the petitioner must obtain an MWRD determination letter to determine if an MWRD permit is required for the proposal.

3. The petitioners shall develop the Subject Property in substantial conformance with the final Village approved site plan, dated <insert date of final approved plan>, landscape plan, dated <insert date of final approved plan>, floor plan, dated <insert date of final approved plan>, mezzanine plan, dated <insert date of final approved plan>, and elevations, dated <insert date of final approved plan>.

4. 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)

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

6. No objects are allowed within a 15-foot sight distance triangle between 30” and 84” from grade except traffic control devices listed in the Manual on Uniform Traffic Control Devices. (Standard)
7. 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)

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

9. 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. (Standard)

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

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

12. The proposed development shall have a minimum of 158 on-site off-street vehicle parking spaces. (Standard)

13. 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)

14. 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)

15. All overhead new utilities on the Subject Property shall be placed or relocated underground. The petitioner shall bear the full cost of any utility relocation and/or conflicts. (Standard)

16. 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)

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

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

19. 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)

20. All signage shall conform to the Skokie Village Code, except as provided in this ordinance. (Standard)

21. 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. (Standard)

22. 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 <special use permit or site plan approval>. (Standard)

23. 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)

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

25. 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 Site Plan Approval for 2023-17P
2. Site Plan, dated August 3, 2023
3. Landscape Plan, dated August 3, 2023
4. Building Renderings, dated August 3, 2023
5. Buildings Elevations, dated August 3, 2023
6. Land Use and Zoning Map
## Proposed Positive Findings of Fact 2023-17P: Site Plan Approval

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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 proposed buildings are harmonious with the existing bulk and scale of the existing adjacent properties.</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 proposed building.</td>
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<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>
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<td>The request has considered and, to the degree possible, addressed the adverse effects on the natural environment.</td>
<td>The petitioner will design the Project to meet the Green Building Initiatives (“GBI”) requirements and protocols for a Green Globe certification.</td>
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<td>The request will not create undue traffic congestion.</td>
<td>Undue traffic congestion will not be created by the request.</td>
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<td>The request will not adversely affect public health, safety, and welfare.</td>
<td>Public safety at Main Street will be improved due to the reduction of traffic and a change to residential use.</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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Aerial View Looking South-East

Proposed 3-Story Townhomes

Existing 3-Story Buildings

Existing 4-Story Buildings

Proposed 3-Story Townhomes
TOWN HOMES: TYPE V CONSTRUCTION

- 5' TALL PRIVACY FENCE
- FACE BRICK
- FIBER CEMENT PANEL
- CAST STONE BAND
- STONE
- METAL COPING

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