

Surrounding Zoning and Land Use:

North: R2 Single-Family Residence District; developed as Single Family Residences
South: R2 Single-Family Residence District; developed as Single Family Residences
East: R2 Single-Family Residence District; developed as Single Family Residences
West: R2 Single-Family Residence District; developed as Single Family Residences

ANALYSIS

SUBMITTALS

This report is based on the following documents which were filed on June 26, 2008 with the Department of Community Development:

1. Petition for Public Hearing
2. Standards to Variations, Planned Developments, Conditional Uses and Map Amendments prepared by staff.
3. Parking Lot Layout Plan, prepared by V3 Companies, dated May 16, 2008.
4. Photometric Plan, prepared by V3 Companies, dated July 7, 2008.
5. Lighting Diagram, prepared by V3 Companies, dated March 11, 2008.
6. Landscape Plan, prepared by Hitchcock Design Group, dated July 15, 2008.

DESCRIPTION

The Village of Lombard is proposing improvements to Village facilities on the northeast section of the municipal complex property. The improvements will include the expansion of the main parking lot, resurfacing existing parking facilities throughout the entire project area, installing a sidewalk from Wilson to Village Hall and the installation of garbage enclosures and a storage shed.

A variation is needed to expand the main parking lot as off-street parking is not a permitted encroachment in requisite front or corner side yard in the O – Office District. The petitioner also plans to establish the subject property as a planned development, which is listed as a conditional

use in the R2 – Single Family Residence District; therefore a public hearing is necessary.

INTER-DEPARTMENTAL REVIEW COMMENTS

PUBLIC WORKS

The Department of Public Works has no comments on the petition.

PRIVATE ENGINEERING

The Private Engineering Services Division of Community Development has the following comments on the above petition:

- 1) All improvements to be to Village specifications and details.
- 2) Stormwater detention shall be provided for all new impervious areas (there is available detention in the Southgate Pond system)
- 3) Further comments will be provided upon the submittal of final site plans

FIRE AND BUILDING

The Fire Department/Bureau of Inspectional Services has no comments at this time.

PLANNING

Compliance with the Zoning Ordinance

Map Amendment Request

The subject property consists of four (4) separate parcels of land. The largest parcel is zoned O – Office District, which is consistent with the existing land use (public/semi-public use). The remaining three (3) parcels of land are zoned R2 – Single Family Residence, which does not allow the existing land use as either a permitted or conditional use. Under this petition, the subject property would be rezoned to reflect one uniform zoning district. The entire subject property would be rezoned to the O - Office District, which allows municipal buildings as a permitted use. Under the new zoning designation, the entire subject property would reflect goals of the Zoning Ordinance.

Parking Area Variation Request

Relief from the aforementioned section of the Zoning Ordinance would allow a reduction in the front yard setback requirement to allow the existing off-street parking area to expand towards the north and east property lines. The front setback would be reduced from the required thirty (30) feet

to a distance of ten (10) feet to allow the off-street parking as Code states that off-street parking in the O – Office District cannot be located in a required front or corner side yard.

Within the proposed project area, the current parking configuration provides 182 total parking spaces. As proposed, the expansion of the current parking facilities would increase the total number to 280 spaces, which is an increase of 98 total parking spaces. The intent of the main parking lot expansion is to maximize parking area and improve traffic flow. The Village hosts a number of community events and as participation in these events grow, so does the need for additional parking. As previously mentioned, expanding the parking lot would increase the number of total spaces, which will prevent spillover parking onto neighboring streets.

With the exception of the variation to allow the off-street parking within the required front yard setback, all other modifications being proposed to the subject parking lots are to be done per Code. As the intensity of uses within the R4, R5, O and I Districts typically tend to have a greater impact on neighboring properties, the Off-Street Parking and Loading Requirements portion of the Zoning Ordinance prohibits off-street parking in required front or corner side yards within those zoning districts. In order to increase the amount of parking lot surface area and eventually the total number of parking spaces, the proposed parking lot expansion would have to encroach into the required front and/or corner side yard.

If the main parking lot were to be expanded, but not within the requisite yards (with respect to the off-street parking yard requirements), a total of fifty-five (55) spaces would be lost. As those fifty-five (55) parking spaces would all be newly created parking spaces, they account for fifty-three percent (53%) of all newly-created parking spaces. There are thirty (30) spaces proposed along Stewart Avenue and twenty-two (22) proposed along Wilson Avenue that encroach into the required front and corner side yard. The twenty-two (22) spaces proposed along Wilson Avenue would be land-banked and reserved for future use (if needed). Seven (7) handicap accessible spaces are required by Code. These spaces will be relocated directly adjacent to the building entrances to reduce the distance between the parking space and entrance to allow safer accessibility.

With the parking requirements set forth in the Zoning Ordinance applied to the subject property, there currently is an insufficient amount of parking. Table 1.1 below illustrates the parking requirements for the two civic buildings within the proposed project area. As the table depicts, there is a twenty-two (22) total parking space deficiency.

The main parking lot currently provides 103 parking spaces. With the addition of the proposed ninety (90) parking spaces in the main parking lot, the total amount of provided parking would reach 193 total spaces. Fifty-five (55) of the newly created 193 spaces consist of those spaces along the perimeter, which can only be afforded with a variation. The proposed project would increase the total amount of parking to 280 parking spaces. As there are 204 spaces required by the Zoning Ordinance, there would be seventy-six (76) additional parking spaces provided. The

additional parking spaces would help prevent spillover parking onto the adjacent rights of way during Village special events.

| Facility | Actual Square Footage | Parking Requirement | Spaces Required by Code | Spaces Provided |
|-----------------|------------------------------|----------------------------|--------------------------------|------------------------|
| Police Building | 23,401 | 4/1000 | 93 | 55 |
| Village Hall | 27,828 | 4/1000 | 111 | 127 |
| | | Total: | 204 | 182 |

Table 1.1

An analysis of the existing parking facilities was conducted on normal business days from June 24, 2008 through July 10, 2008 (see Appendix B). Parking counts were taken from each of the respective parking lots within the project area at three different time intervals during the day (8:50 a.m., 1:40 p.m. & 4:00 p.m.). The numbers were inconclusive in determining the busiest times of day as the averages between the different times of day varied by less than five (5). Table 1.2 illustrates that during the busiest days of the analysis none of the analyzed lots were at full capacity (100%). However, at no point during the analysis was a Village event being held, which could have significantly increased the total supply and demand of parking spaces.

| Parking Lot | Spaces Provided | Number of Used Spaces | Maximum Capacity Level |
|----------------------------|------------------------|------------------------------|-------------------------------|
| Police Lot | 55 | 46 | 84% |
| Main Lot (fan-shaped) | 103 | 83 | 81% |
| Side Lot (Village Hall) | 24 | 12 | 50% |

Table 1.2

To reduce the amount of glare onto neighboring residential properties, the parking spaces located along the eastern portion of the main parking lot will be reserved for Village of Lombard vehicles only. The Village’s hours of operation are 8 a.m. – 4:30 p.m. (7 p.m. on Mondays) - Monday through Friday. Parking the Village vehicles along the eastern portion of the main parking will prevent other vehicles who might park there at later times during the evening. There will also be other areas within the subject area where parking will be reserved solely for Village vehicles (see Appendix A). The Police Department currently parks their squad cars in the parking lot which runs parallel to Wilson Avenue on the west side of Holloman Drive. That area will still be reserved for the squad cars and the other Police Department lot directly south of that lot will be reserved for Police Department vehicles as well.

Landscaping

As the main parking lot would be expanding towards the property boundaries, which borders residential property, landscaping will be used to provide proper screening for those neighboring residential properties.

The landscape plan utilizes a shrub hedge, a mix of evergreen shrubs and dense deciduous flowering shrubs on the perimeter of the expanded parking lot. Landscaping to include requisite shade trees, shrubs, perennials, and flowers are to also be provided on each landscape island within the main parking lot. As supplemental screening for those neighboring residential properties, additional parkway trees will be installed along the east side of Stewart Avenue between Wilson Avenue and Highridge Road.

Lighting

The submitted photometric plan prepared by V3 Companies indicates that the parking lot does meet the minimum and average foot-candle requirements. There are locations along the eastern property line where the 3.0 foot-candle maximum is exceeded; however, those few spots are in close approximation to the light and are minimal (3.2 – 3.4 foot-candles) and could be modified by providing shielding if necessary. Striking a fair balance between the lighting effects on neighboring properties and a safe level of lighting for Village Hall patrons is important as there are a number of evening activities that may require parking in the periphery of the parking lot. Also, under the proposed lighting plan, more uniform lighting is being provided throughout the entire parking lot.

To reduce glare onto neighboring properties and improve the overall aesthetics of the subject property, main street-type lighting will be used throughout the parking facilities. A decorative mast and arm-style will replace the old ‘office building-style’ lighting currently being used. The new lighting fixtures will provide down-lighting to reduce glare onto the surrounding areas, but will still provide a safe environment within the parking lots.

Planned Development

By definition, Planned Developments should consist of the following: contiguous parcels, sufficient land size to create its own environment, control by a single landowner or by a group of landowners in common agreement as to control, to be developed as a single entity, the environment of which is compatible with adjacent parcels and intent of the zoning district. As the Village of Lombard municipal complex possesses all of the aforementioned qualities of a Planned Development, a conditional use to establish the subject property as a Planned Development is being requested.

Establishing the subject property as a planned development would allow a more unified and compatible design of buildings, structures and site improvements. More efficient use of the land resulting in a more efficient provision of utilities, streets, public grounds and buildings would be another advantage of establishing the subject property as a planned development.

Compatibility with the Comprehensive Plan

The Comprehensive Plan recommends Public/Semi-Public use for the subject property. As municipal buildings are considered public/semi-public uses, the dominant use of the property is consistent with the recommendations of the Comprehensive Plan. The three (3) residential

properties on the southwest portion of the subject property are currently zoned R2 – Single Family Residence. The R2 zoning district does allow certain public/semi-public uses as conditional uses; however, municipal buildings are not listed as either a permitted or conditional uses within the zoning district. If the properties were to be rezoned to the O – Office District, they would then be more consistent with the recommendations of the Comprehensive Plan as the O – Office District allows municipal buildings as a permitted use.

Compatibility with Adjacent Land Uses

The use of the subject property as a municipal office and operations complex has been well established. The use is considered supportive to the adjacent land uses as it provides essential civic services to the community. As part of the proposed project, all necessary steps have been taken to reduce the visual impact on adjacent land uses. The use of additional landscape screening will act as a buffer between the proposed parking lot and residential properties. New “Main Street” style lighting is also to be installed. Not only will the new lighting fixtures be of a decorative nature, they will reduce glare onto neighboring properties.

FINDINGS AND RECOMMENDATIONS

Staff finds that the proposed uses and requested relief is compatible with the surrounding area, the Comprehensive Plan and the Zoning Ordinance. Staff has also drafted the submitted standards and finds that the development does meet those provisions as well. Based on the above, the Inter-Departmental Review Committee recommends that the Plan Commission make the following motion recommending **approval** of this petition, subject to the conditions as outlined:

Based on the submitted petition and the testimony presented, the proposed map amendment, conditional use and variation do comply with the standards required by the Lombard Zoning Ordinance; and, therefore, I move that the Plan Commission adopt the findings included within the Inter-department Group Report as the findings of the Lombard Plan Commission, and recommend to the Corporate Authorities **approval** of the PC 08-18, subject to the following conditions:

1. The subject property shall be developed in substantial compliance with the parking lot plans prepared by V3 Companies, dated May 16, 2008 and submitted as part of this petition.
2. The subject property shall be developed in substantial compliance with landscape plans prepared by Hitchcock Design Group, dated July 15, 2008 and submitted as part of this petition.

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3. The petitioner shall apply for and receive a building permit for all improvements to be constructed on the subject property. Said permit(s) shall satisfactorily address all building, fire and stormwater comments set forth within the IDRC Report.

Inter-Departmental Group Report Approved By:

William J. Heniff, AICP
Acting Director of Community Development

WJH:jd

c: Petitioner

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**Appendix A –
Reserved Employee Parking Areas**



**Appendix B –
 Parking Analysis**

| Date / Time | Police Lot Vehicles | | Fan Lot Vehicles | | Side Lot Vehicles | | Circle Drive vehicles | | Total | Daily Average |
|----------------|---------------------|---------|------------------|---------|-------------------|---------|-----------------------|---------|-------|---------------|
| | Village | Private | Village | Private | Village | Private | Village | Private | | |
| Jun-24 8:50am | 15 | 20 | 6 | 63 | 4 | 1 | 0 | 0 | 109 | |
| Jun-24 1:40pm | 14 | 15 | 3 | 68 | 7 | 0 | 0 | 1 | 108 | |
| Jun-24 4:00pm | 22 | 20 | 7 | 61 | 9 | 3 | 1 | 0 | 123 | |
| | | | | | | | | | | 113.33 |
| Jun-25 8:30am | 13 | 16 | 7 | 76 | 1 | 0 | 0 | 0 | 113 | |
| Jun-25 2:00pm | 14 | 22 | 5 | 74 | 7 | 3 | 0 | 0 | 125 | |
| Jun-25 4:15pm | 17 | 14 | 8 | 70 | 7 | 1 | 0 | 0 | 117 | |
| | | | | | | | | | | 118.33 |
| Jun-26 8:30am | 16 | 17 | 7 | 74 | 4 | 1 | 0 | 0 | 119 | |
| Jun-26 12:50pm | 17 | 20 | 2 | 67 | 3 | 0 | 0 | 0 | 109 | |
| Jun-26 4:15pm | 18 | 16 | 10 | 73 | 6 | 3 | 0 | 0 | 126 | |
| | | | | | | | | | | 118.00 |
| Jun-27 8:20am | 18 | 18 | 9 | 52 | 7 | 3 | 0 | 0 | 107 | |
| Jun-27 1:25pm | 22 | 15 | 6 | 53 | 1 | 2 | 0 | 1 | 100 | |
| Jun-27 4:00pm | 19 | 15 | 9 | 48 | 4 | 2 | 0 | 0 | 97 | |
| | | | | | | | | | | 101.33 |
| Jun-30 8:30am | 18 | 19 | 3 | 61 | 7 | 1 | 0 | 0 | 109 | |
| Jun-30 2:00pm | 18 | 19 | 6 | 75 | 6 | 3 | 0 | 0 | 127 | |
| Jun-30 4:00am | 18 | 20 | 9 | 73 | 8 | 2 | 0 | 0 | 130 | |
| | | | | | | | | | | 122.00 |
| Jul-1 8:20am | 16 | 19 | 8 | 62 | 8 | 2 | 0 | 0 | 115 | |
| Jul-1 2:00pm | 18 | 17 | 5 | 68 | 5 | 1 | 0 | 0 | 114 | |
| Jul-1 4:15pm | 17 | 21 | 8 | 61 | 7 | 1 | 0 | 0 | 115 | |
| | | | | | | | | | | 114.67 |
| Jul-2 8:15am | 15 | 23 | 8 | 70 | 6 | 0 | 0 | 0 | 122 | |
| Jul-2 1:50pm | 17 | 22 | 5 | 66 | 6 | 3 | 0 | 0 | 119 | |
| Jul-2 4:15pm | 22 | 24 | 7 | 70 | 2 | 1 | 0 | 0 | 126 | |
| | | | | | | | | | | 122.33 |
| Jul-3 8:15am | 17 | 13 | 7 | 70 | 9 | 0 | 0 | 0 | 116 | |
| Jul-3 2:00pm | 19 | 10 | 9 | 62 | 2 | 1 | 0 | 0 | 103 | |
| Jul-3 4:00am | 15 | 15 | 12 | 63 | 5 | 2 | 0 | 0 | 112 | |
| | | | | | | | | | | 110.33 |

| Date / Time | Police Lot Vehicles | | Fan Lot Vehicles | | Side Lot Vehicles | | Circle Drive vehicles | | Total | Daily Average |
|--------------|---------------------|---------|------------------|---------|-------------------|---------|-----------------------|---------|-------|---------------|
| | Village | Private | Village | Private | Village | Private | Village | Private | | |
| Jul-7 8:30am | 13 | 18 | 8 | 61 | 9 | 2 | 0 | 0 | 111 | |
| Jul-7 2:00pm | 12 | 16 | 6 | 66 | 5 | 2 | 0 | 0 | 107 | |

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|---------------|----|----|----|----|---|---|---|---|-----|--------|
| Jul-7 4:20pm | 15 | 19 | 11 | 56 | 5 | 3 | 0 | 0 | 109 | |
| | | | | | | | | | | 109.00 |
| Jul-8 8:20am | 9 | 14 | 8 | 70 | 5 | 0 | 0 | 0 | 106 | |
| Jul-8 1:45pm | 13 | 19 | 5 | 72 | 6 | 2 | 0 | 1 | 118 | |
| Jul-8 4:20pm | 14 | 12 | 9 | 65 | 7 | 2 | 0 | 1 | 110 | |
| | | | | | | | | | | 111.33 |
| Jul-9 8:15am | 14 | 18 | 9 | 72 | 9 | 0 | 0 | 0 | 122 | |
| Jul-9 1:45pm | 14 | 12 | 7 | 61 | 2 | 3 | 0 | 0 | 99 | |
| Jul-9 4:20pm | 13 | 15 | 12 | 63 | 4 | 1 | 0 | 1 | 109 | |
| | | | | | | | | | | 110.00 |
| Jul-10 8:20am | 15 | 17 | 12 | 66 | 6 | 1 | 0 | 0 | 117 | |
| Jul-10 1:00pm | 15 | 17 | 6 | 57 | 4 | 1 | 0 | 0 | 100 | |
| Jul-10 4:20pm | 12 | 19 | 10 | 65 | 5 | 2 | 0 | 0 | 113 | |
| | | | | | | | | | | 110.00 |

| | |
|----------------------|--------|
| Morning Avg. | 113.83 |
| Early Afternoon Avg. | 110.75 |
| Late Afternoon Avg. | 115.58 |