




## MEMORANDUM

**TO:** LOMBARD PLAN COMMISSION  
Donald Ryan, Plan Commission Chairperson

**FROM:** Jennifer Ganser, AICP, Assistant Director  
Department of Community Development 

**DATE:** November 19, 2018

**SUBJECT: PC 18-31, 105-115 W. Maple, Tri-Town YMCA/Calvary Episcopal Church**

This petition was continued from the October meeting as staff received inquiries from the public regarding how the proposed YMCA afterschool program will impact the parking available on the Calvary Episcopal Church property.

Per Rev. Maureen O'Connor there are thirty-four (34) parking spaces. The church has seating for 175 people. Per Village Code, Religious Institutions require one space per three seats or 58 spaces. The church is legal nonconforming as the church has been operating at this site since 1942. The Church has three part-time employees, with minimal overlap of hours. Tri-Town YMCA has two full-time employees at this location and some part-time employees. At peak time, they estimated there could be up to nine employees.

For the before school program, drop off is between 7am to 8am. For summer day camp it is between 7am to 9am. Pick up for both programs is 4pm-6pm. Drop off and pick up times are staggered, as not all parents arrive at the same time. There are approximately forty (40) children, all kindergarten age and up. Buses take the children to and from school during the day. These times do not conflict with the Church's scheduled services and events as worship services are on Sundays at 8am and 10am. The only other standing meetings at the Church are weekly counselling meetings on Tuesday and Friday at 7pm and 7:30pm. All children are gone before 7pm. The Church noted that weddings are on Saturdays and funerals are either off-site (at a funeral home) or on weekends and evenings. These are all times when the YMCA would not be operating the day care use.

The Village is unaware of and found no recorded parking agreements between Calvary Church and other entities. There are also no past zoning actions on the Church property for off-site parking or other items.

Though the day care use is being operated by a separate entity, it is being operated in the same building. The children are being dropped off; the vehicles used to bring and take the children from the site will not be staying on the property. A parking variance is not being requested. Staff finds that the parking is being met thru the conditions set forth in the staff report and this

memo. As the uses operate at different times, the degree of the non-conformity is not being increased. There is a practical application to the parking, as the uses are at different times with little to no overlap. During the time of the day care, the Church is not using the same physical space. Staff also finds that day care is often an ancillary use of a church, much like office staff or counselling sessions. Staff discussed the operations with the Church and YMCA. Both are in agreement to the conditions noted in this supplemental memo and the concepts have been approved by our Village Counsel.

**ACTION REQUESTED**

Staff finds that the planned development and use exception for a day care center is consistent with its surrounding context, the Village of Lombard Comprehensive Plan, and Zoning Ordinance.

The Inter-Departmental Review Committee has reviewed the standards for the requested conditional use and use exception and finds that they comply with the standards established by the Village of Lombard Zoning Ordinance, subject to conditions of approval based on the above considerations. As such, the Inter-Department Review Committee recommends that the Plan Commission make the following motion for approval of PC 18-31.

Based on the submitted petition and the testimony presented, the proposed request for a conditional use and use exception does comply with the standards required by the Village of Lombard Zoning Ordinance and that granting said request is in the public interest and, therefore, I move that the Plan Commission accept the findings of the Inter-Departmental Review Report as the findings of the Plan Commission, and recommend to the Village Board approval of PC 18-31, subject to the following conditions:

1. The petitioner shall be required to apply for and receive building permits for any improvements to the site;
2. The petitioner shall satisfactorily address all comments noted within the Inter-Departmental Review Committee Report;
3. Day care student unloading and loading shall be on the subject property only; and
4. The day care operations shall not be in conflict with the religious institution activities or services.