



MEMORANDUM

DATE: for June 2, 2022 meeting

TO: Iris Sims, Chair and Commissioners, Plan Commission

FROM: Craig Failor, Village Planner

RE: Adaptive Reuse Permit

This memorandum and meeting are intended to generate a discussion on a potential Zoning Ordinance text amendment for an *Adaptive Reuse Permit* process, similar to that of our special use permit process. Recently, the Village has received inquiries regarding the potential reuse of vacant churches located within single family zoning districts. This encouraged staff to be investigating probable paths to achieve reuse of these properties while specifically contemplating multi-family residential uses. The focus of this amendment will be for single-family and two-family residential zoning districts where vacant religious or nonresidential buildings exist. At this time, two vacant religious buildings (churches) have been identified, however, there are multiple locations where this could occur. Since our Village Zoning Ordinance allows a specified number of dwelling units in each residential zoning district, based on their zoning classification, the proposed process will provide an avenue to seek a deviation from the standard dwelling unit restriction.

In our research, staff contacted a local architect, Space Co., who has worked with the City of Chicago on adaptive reuse projects. Staff reached out to our former zoning consultant, Camiros, who provided some good feedback and ideas of how to approach this idea. It was their suggestion that the Village look toward an Adaptive Reuse Permit process. They did indicate a standard special use process is also acceptable, however, staff gravitated toward the Adaptive Reuse Permit process and terminology as it is more descriptive of the intended process. In addition, staff reviewed other communities' regulations relative to adaptive reuse, which are included in the packet for your review.

Draft zoning code language has begun for the proposed text amendment which staff will finalize and present to the plan commission after discussions. Our special use permit process was used as the prototype. Staff suggests a few general regulations be included which would help guide any adaptive reuse activity maintain the existing character of the building and surrounding neighborhood. Those suggestions are as follows:

1. The existing structure is clearly nonresidential in its original construction.
2. An existing nonresidential structure located within a single-family or two-family residential zoning district may be converted to a higher density dwelling structure.
3. No additions shall be allowed that would increase the number of dwelling units beyond what could be built within the existing nonresidential structure.
4. Off-street parking is required for each proposed dwelling unit at a 1:1 ratio.
5. Any exterior modifications shall first receive advisory review from the Historic Preservation Commission.
6. The original exterior architecture, including decorative windows, shall be preserved, unless modifications are supported by the Historic Preservation Commission.
7. Existing structures as of the effective date of this Ordinance that currently do not meet dimensional zoning setbacks are exempt from such regulations. Any new addition or modification shall meet the underlying zoning district's dimensional setback regulations.

This discussion is intended to provide staff direction in order to develop the final draft Zoning Ordinance amendment. Upon the Commission's direction, staff will develop such regulations for further consideration at a public hearing unless the Plan Commission wishes to continue this discussion further.