



Village of Oak Park

STAFF REPORT

TO: Zoning Board of Appeals

REVIEW DATE: September 17, 2020

FROM: Project Review Team

PREPARED BY: Mike Bruce, Zoning Administrator

P R O J E C T T I T L E

CALENDAR NUMBER: 08-20-Z: Day Care Facility

The Zoning Board of Appeals ("Board") will conduct a public hearing on a special use permit application filed by the Applicant, Mary Lubinus, to operate a day care center pursuant to Section 8.3 (Table 8-1: Use Matrix) of the Oak Park Zoning Ordinance at the property located at 306-312 Madison Street, Oak Park, Illinois, Property Index Numbers 16-08-318-007-0000; 16-08-318-008 & 16-08-318-009-0000 ("Premises") in the MS Madison Street Zoning District.

A P P L I C A N T I N F O R M A T I O N

APPLICANT: Mary Lubinus
1217 N. Harlem Avenue, Unit A
Oak Park, IL 60302

PROPERTY OWNER: Madison Investors, LLC
1135 Chicago Avenue
Chicago, IL 60642

P R O P E R T Y I N F O R M A T I O N

EXISTING ZONING: MS Madison Street Zone District
EXISTING LAND USE: Vacant
PROPERTY SIZE: N/A
COMPREHENSIVE PLAN: Mixed-Use

SURROUNDING ZONING AND LAND USES:

NORTH: MS Madison Street followed by I Institutional (School)
SOUTH: Madison Street followed by MS. Madison Street District (CVS Pharmacy)
EAST: MS Madison Street Zone District (Magnificent Barber Shop)
WEST: MS Madison Street Zone District (Vacant Mixed-Use Building)

A N A L Y S I S

Submittals

This report is based on the following documents, which were filed with the Zoning Administrator – Development Customer Services Department:

1. Application for Special Use Permit
2. Project Summary
3. Responses to the standards for receiving a special use, as conveyed in Section 14.5 (E).

Description

Mary Lubinus is the owner of Montessori Academy Spanish Immersion Inc., a private Montessori school. She proposes to lease the Subject Property to operate a day care facility and an after-school program for up to twelve years of age at the tenant spaces located at 306-312 Madison Street. The Subject Property consists of approximately 1,755 square feet to be used to serve children 15 months of age to six years of age. The proposed number of students for the tenant spaces will be approximately 30 kids. The space would consist of one class room only and the hours of operation are 7:30am to 6:00pm Monday thru Friday.

The drop off and pick up for the proposed facility would occur at the north side of Madison Street or the parking lot via a rear alley. Vehicular access to the parking area would be from Cuyler Avenue turning westbound through the alley exiting on Ridgeland Avenue.

C o m p l i a n c e w i t h t h e Z o n i n g O r d i n a n c e

The Applicant, pursuant to Section 8.3 (Table 8-1: Use Matrix) of the Oak Park Zoning Ordinance is requesting the issuance of a special use permit authorizing a day care center for children at the premises commonly known as 306-312 Madison Street, Oak Park, Illinois. Three parking spaces for the proposed facility would be located behind the building, which exceeds the off-street parking requirement for the existing 1,755 square foot facility.

Table 10-2: Off-Street Vehicle and Bicycle Parking Requirements establish that a day care facility requires one parking space per 1000 gross floor area of day care space. The proposed facility is approximately 1,755 square feet of gross floor area which would require two parking space.

Special Use:

The listing of a use as a special use within a zoning district does not constitute an assurance or presumption that such special use will be approved. Rather, each special use must be evaluated on an individual basis, in relation to all applicable standards of this Ordinance. Such evaluation will determine whether an approval of the special use is appropriate at the particular location and manner proposed. The recommendation of the Zoning Board of Appeals and decision of the Village Board must make findings to support each of the following conclusions:

1. The establishment, maintenance, and operation of the proposed special use will not have a substantial or unduly adverse impact on the neighborhood or endanger the public health, safety, or welfare.

2. The proposed special use is compatible with the general land use of adjacent properties and other property within the immediate vicinity.
3. The special use in the specific location proposed is consistent with the spirit and intent of this Ordinance, adopted land use policies and the Comprehensive Plan.
4. The special use meets the requirements for such classification in this Ordinance.

The applicant has responded to the approval standards within her application.

The Zoning Board of Appeals, following the hearing, shall transmit to the Village Board a written report of its findings as to compliance of the special use approval standards listed in Section 14.2 (E) (Approval Standards) and giving its recommendation to either approve, approve with condition or denial of the special use.

C o m p a t i b i l i t y w i t h t h e n e i g h b o r h o o d

The proposed day-care facility will feature approximately 1,755 gross floor area which will require two (2) parking space per the Zoning Ordinance. The property currently has on-site parking for at least three (3) vehicles, which exceeds the Zoning Ordinance requirement for parking. Together the lots are physically suitable for the type, density and intensity of the proposed use. For the foregoing reasons, the proposed day care facility would be compatible with the neighborhood.

G e n e r a l I n f o r m a t i o n

Staff Technical Review Team

The Project Review Team met to review the Applicant's request to operate a day care facility. The Team consists of representatives from various departments and divisions within the Village government. The Village Engineer requested more information from the Applicant to determine the traffic impacts, parking impacts, and safety concerns for the proposed facility.

The Village Engineer requested a detailed narrative and drawing of how the drop off and pickup operations will be managed, including if staff will escort kids into the facility or if parents will park their vehicles and walk their kids into the facility and how many staff members would be working at the facility. He wants the Applicant to provide estimated numbers of vehicles during 15-minute time ranges during these drop off and pick up times based on the best experiences at similar day cares in the community, i.e. 10 cars from 7:30-7:45; 10 cars 7:45 to 8:00 and etc. Finally, the Village Engineer requests that the Applicant reference the Percy Julian "Traffic Plan" to see if the proposed facilities' alley operations conflict with Percy Julian's alley operations during morning drop off.

The Applicant's responses to the above questions are included in the special use application entitled drop off and pick up procedures. The Village Engineer's traffic concerns have been addressed.

End of Report.

- c. Applicant
 - Zoning Board of Appeals members
 - Rasheda Jackson, Zoning Board of Appeals Attorney
 - Craig Failor, Village Planner
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