



# **VILLAGE OF ARLINGTON HEIGHTS** **STAFF DEVELOPMENT** **COMMITTEE REPORT**

**File Number:** PC 19-012

**Project Title:** Arlington Signs & Banners Land Use Variation

**Address:** 1312 W. Northwest Hwy.

**PIN:** 03-30-113-054-0000

**To:** Plan Commission

**Prepared By:** Jake Schmidt, Assistant Planner

**Meeting Date:** September 20, 2019

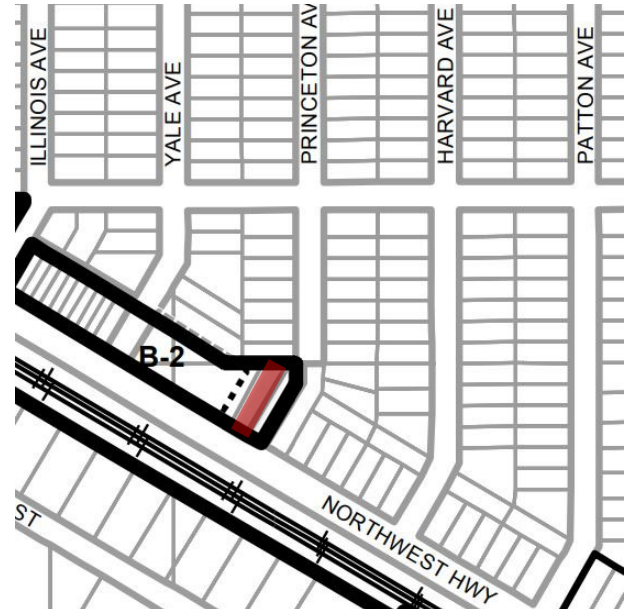
**Date Prepared:** September 25, 2019

**Petitioner:** Stella Sellers – Arlington Signs & Banners

**Address:** 1312 W. Northwest Hwy.  
Arlington Heights, IL 60005

**Existing Zoning:** B-2, General Business District

**Existing Comp. Plan Designation:** Single-Family Attached



## **SURROUNDING LAND USES**

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	R-3, One-Family Dwelling District	Single Family Homes	Single Family Detached
South	R-3, One-Family Dwelling District	Union Pacific Railroad	None (R.O.W.)
East	R-3, One-Family Dwelling District	Single Family Homes	Single Family Detached
West	B-2, General Business District	Commercial Office	Institutional

## **Requested Action:**

1. Land Use Variation to permit a Sign Painting Shop (Enclosed) in the B-2 District

## **Variations Requested:**

1. A variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to reduce the required off-street parking from 25 spaces to 15 spaces.

**Project Background:**

The subject property is located west of the intersection of Northwest Highway and Princeton Avenue, and is zoned B-2, General Business District. The site is developed with a two-story, 5,200 square foot commercial building with 5 one-bedroom second-floor residential units. The building is served by a parking lot immediately east of the subject site, which is shared with the neighboring building to the east. The parking lot is accessible via one driveway along Princeton Avenue.

Arlington Signs and Banners (represented by the petitioner) presently occupies a 1,100 square-foot space within the building. The business had signed a lease and was in the process of occupying the space prior to obtaining Zoning approval. Arlington Signs and Banners is classified as a "Sign Painting Shop (Enclosed)" per code, which is permitted only in the B-3 and B-4 Zoning Districts. The non-compliance with zoning code was identified at the time of Business License Application; there was no building permit submitted as part of the occupancy process. Other tenants within the subject site include RL Films and the Wheeling Township Democrats' office, which are both office uses.

Arlington Signs and Banners is a long-standing Arlington Heights business, which previously operated out of a site at 818 W. Northwest Highway (Zoned B-3). The company provides multiple products and services, including:

- |                           |                          |   |
|---------------------------|--------------------------|---|
| •Banners                  | •Graphic/Logo Design     | •Wood/Sand Blasted Signs                  |
| •Exterior Channel Letters | •Magnetic Signs          | •Small Decals and Labels                  |
| •Full Color Digital Signs | •Vehicle Lettering       | •Name Badges                              |
| •Window Lettering         | •Real Estate signs       | •Trade Show Graphics/Signs                |
| •Lot & Site Signs         | •Architectural Signs     | •Sign Installation (indoors and outdoors) |
| •Directional Signs        | •ADA Signs               |   |
| •Retail Store Signs       | •Boat/RV Vinyl Lettering |   |

Some products (such as channel-cut letters) are produced off-site and delivered to the Arlington Signs and Banners location for installation.

The business employs four individuals, and has no company vehicles.

**Zoning and Comprehensive Plan**

As mentioned above, the property is currently zoned B-2, General Business District. The existing commercial building with second-floor residential units is compliant with this designation, however the proposed use (Sign Painting Shop) is not a permitted or special use within the B-2 Zoning District. Therefore, a land use variation is required.

With respect to the Comprehensive Plan, the site is designated "Single-Family Attached". The existing building and proposed use is not compliant with this designation.

**Site and Landscaping**

The property is compliant with bulk and setback regulations. As part of this petition, Staff has reviewed existing on-site landscaping, and noted missing parking lot screening required by code. Specifically, the required 6-foot tall screening along the north property line, adjacent to a residential zoning district. Additionally, the existing trash area has no screening or enclosure. There is also an existing parking lot island in the northwest corner of the property that is missing a shade tree as required per code. These nonconformities will be addressed separately from the Plan Commission process by the property owner, via code enforcement proceedings. The petitioner is not proposing any additional modifications to the building or site plan at this time.

### **Parking**

The parking lot servicing the subject site is utilized by two properties – 1300-1306 W. Northwest Highway/804 N. Princeton, and the subject site, 1308-1314 W. Northwest Highway. The existing lot provides capacity for 15 vehicles.

Staff conducted a parking assessment based on the required parking ratios outlined in the Village's Zoning Ordinance. Per code, the mix of uses within both buildings utilizing the parking lot results in a requirement of 25 parking spaces per code (Detailed in Table I below).

**Table I – Required Vehicular Parking**

SPACE	Tenant	CODE USE	SF	PARKING RATIO (1:X)	PARKING REQUIRED
804 N. Princeton	The Grooming Spa	Misc. Retail/Services	400	300	1
1300 W. NW Hwy.	Remote CPU Maintenance Security	Misc. Retail/Services	400	300	1
1306 W. NW Hwy.	Park Violins	Retail	400	300	1
1310 W. NW Hwy.	Wheeling Twp. Democrats	Office	1,300	300	4
1312 W. NW Hwy.	Arlington Signs & Banners	Sign Painting Shop	1,100	0.5/emp; 1/vehicle; 300/sf office	3
1314 W. NW Hwy.	RL Films	Office	200	300	1
1300-1306 W. NW Hwy.	One 1-Bed Unit; One 3-Bed Unit	Residential	2 units	2/unit	4
1308-1314 W. NW Hwy.	Five 1-Bed Units	Residential	5 units	2/unit	10
<b>TOTAL</b>					<b>25</b>
<b>TOTAL PARKING PROVIDED</b>					<b>15</b>
<b>SURPLUS (DEFICIT)</b>					<b>(10)</b>

As the existing parking lot has capacity for approximately 15 parking spaces, this results in a code-required parking deficit of 10 parking stalls. Therefore, the following variation is required:

- 1. A variation from Chapter 28, Section 10.4 (Schedule of Parking Requirements) to reduce the required off-street parking from 25 spaces to 15 spaces.**

To verify that adequate parking is provided at the subject site, three days of parking surveys (including one Saturday) per week over a two-week period have been provided by the petitioner. These counts were conducted during the hours Arlington Signs and Banners operates, on May 23<sup>rd</sup>, 25<sup>th</sup>, 28<sup>th</sup>, and 31<sup>st</sup>, in addition to June 2<sup>nd</sup> and 3<sup>rd</sup>. Peak parking lot utilization occurred on Saturday June 25<sup>th</sup>, at 11:00 AM and 1:00 PM, when 14 vehicles were observed accessing the lot (93% of capacity, 1 space surplus). It should be noted that daytime parking is supplemented by on-street parking along the west side of Princeton Avenue, where approximately 6 vehicles can park.

As the subject business is a retail use, requiring only 1 space per 300 square-feet of floor area, as well as the fact that parking surveys indicated the lot did not reach full capacity, Staff supports the requested parking variation.

With respect to bicycle parking, the provision of bicycle parking spaces is required when the use of a space changes to a more intense use. The regulations specifically state that bicycle parking spaces are required when “a change in use results in the requirement for additional off-street motor vehicle spaces”. As there is no change in use that results in the requirement for additional vehicle parking spaces, no bicycle parking spaces are required.

### **Traffic**

Section 6.12-1 of the Zoning Code states that projects requiring a Plan Commission review do not need to provide a full traffic study if the project:

1. Comprises less than 5,000 square feet in floor area, and;
2. Is located along a major or secondary arterial street as defined by the Village's Thoroughfare Plan.

As the property is located along Northwest Highway (designated a major arterial in the Village's Thoroughfare Plan), and the petitioner is proposing no changes to the site or building, the scope of this project falls under the 5,000 square foot threshold outlined in the Zoning Code. However, as mentioned above, due to the required parking variation the petitioner has provided a parking survey as part of this petition.

### **RECOMMENDATION**

The Staff Development Committee has reviewed the petitioner's request, and given the existing character of the development on the subject site, recommends approval of the requested Land Use Variation and Parking Variation, subject to the following conditions:

1. On-site sign manufacturing operations shall not produce any objectionable odor, dust, smoke, noise, or vibrations.
2. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

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September 20, 2019

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager  
All Department Heads  
PC File Number 19-012