



## **Amended Agenda**

### **Call to Order:**

Pledge of Allegiance

Roll Call

### **Minutes:**

1. Approve the Minutes from the Special Plan Commission Meeting Held on April 24, 2024.

### **New Business:**

2. Public Hearing and Consideration of Case Number V-25-1-6-1, Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project.
3. Public Hearing and Consideration of Case Number SU-25-3-6-1, a Request from Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application.
4. Public Hearing and Consideration of Case Number TXT-25-1-6-1 - regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

### **Other Business:**

5. Reorganization of the Plan Commission (election of Chair, Vice Chair, and Secretary for one-year terms).

### **Public Comment:**

### **Adjournment:**

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meeting. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matter which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.

## MINUTES OF THE CREST HILL PLAN COMMISSION

The April 24, 2025, Special Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Angelo Deserio, Commissioner Jeff Peterson, Commissioner Marty Flynn, Commissioner John Stanton, Commissioner Cheryl Slabozeski.

Also present were: Community & Economic Development Director Patrick Ainsworth, City Attorney Mike Stiff, Administrative Clerk Samantha Tilley.

Absent were: Community Development Consultant Ron Mentzer.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Plan Commission meeting held on March 13, 2025, for Commission approval.

(#1) Motion by Commissioner Deserio seconded by Commissioner Peterson, to approve the minutes from the Plan Commission meeting held on March 13, 2025.

On roll call, the vote was:

AYES: Commissioners Deserio, Peterson, Flynn, Stanton, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

Chairman Thomas asked for a motion to approve the minutes from the Special Plan Commission meeting held on March 27, 2025, for Commission approval.

(#2) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the minutes from the Special Plan Commission meeting held on March 27, 2025.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Flynn, Stanton, Deserio, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Slabozeski.

ABSENT: None.

There being six (6) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-25-2-4-1, of Hendrickson USA LLC seeking approval for a Special Use Permit and Variation(s) for a New Solar Array which is Classified as a Utility Facility under the Crest Hill Zoning Ordinance on a 4.8-acre area of land in a M-2 General Manufacturing District located at 501 Caton Farm Road in Crest Hill, Illinois. Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number SU-25-2-4-1.

(#3) Motion by Commissioner Deserio seconded by Commissioner Slabozeski, to open a public hearing on case number SU-25-2-4-1.

On roll call, the vote was:

AYES: Commissioners Deserio, Slabozeski, Carroll, Stanton, Peterson, Flynn, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:03 p.m.

Chairman Thomas asked the Community and Economic Development Director Patrick Ainsworth to present the specifics on this case.

Community and Economic Development Director Patrick Ainsworth presented an overview of the case. Director Ainsworth explained that Hendrickson USA LLC was seeking approval for a special use permit and variations for a new solar array on their property at 501 Caton Farm Road. The project involved one special use, one variation from the zoning ordinance, and a deviation from the city code for driveway width.

Director Ainsworth noted that Hendrickson had been at the site for almost 50 years and was investing in alternative energy. The solar array would help power their facilities for their annual needs, producing approximately 1.8 megawatts of power. He explained that the unique size of the project required special considerations.

Director Ainsworth detailed the variations being requested, including:

- A deviation for the existing driveway width on the eastern parcel
- A variation for the use of limestone gravel material for an emergency vehicle access road around the solar array

Director Ainsworth also explained that staff had worked closely with the Lockport Fire Protection District on the access road design. The City Engineer had also been involved in the planning process. Director Ainsworth noted that staff were supportive of granting the variations due to the unique circumstances of the project.

Director Ainsworth concluded by stating that staff recommended approval with ten conditions to help maintain high standards for the development. The conditions are as follows:

1. That the drawings submitted for a building permit shall be in substantial compliance with the drawings approved by City Council and identified below, unless otherwise noted in the remaining conditions:
  - Solar Ground Mount System Plans Engineered by PurePower Engineering last dated 3/28/2025.

- Stormwater Management Permit Details Prepared by Hey and Associates Inc. Last Dated April 15, 2025
  - Structural Detail Drawings Created by DCE Solar Sheets 1 through 5 Last Dated 3/6/2025.
  - Landscape Plans Created by Hey and Associates Inc. Last Dated 3/31/2025.
2. The gravel driveway and loading area in the front of the accessory building on the property with the Permanent Index Number of 11-04-33-100-002-0000 shall receive a permit to transition this surface material to an approved surface material to be in compliance with Zoning Ordinance Section 11.6-1 and follow applicable construction standards. This specific area includes the driveway entrance from Caton Farm Road leading to the accessory building as well as to the gates of the solar array area. This permit shall be issued before May 19, 2026.
  3. The emergency access road containing the three-fourths" limestone surface material shall be improved with a base material and construction method approved by the City Engineer. All details of the materials and construction methods shall be submitted with the building permit application for the solar array.
  4. The thickness of stone for the temporary construction access road should be at least two inches thick.
  5. Prior to permitting issuance for the solar array the structural calculations report provided with through submittal will need to be signed and stamped by a Licensed Structural Engineer.
  6. A Fire Truck Turning Performance Analysis shall be provided for review and approval as part of the building permit application submittal for the solar array.
  7. If any new outdoor lighting is proposed with this project, then a Photometric Plan shall be provided at time of submitting a building permit application to ensure compliance with applicable codes and regulations.
  8. All required final design drawings and related supporting project information shall be submitted for final engineering review and approval in conjunction with the formal building permit application submitted for the solar array.
  9. All new shade trees, ornamental trees, and evergreen trees proposed on north of the solar array shall be planted with a minimum height of six feet and a minimum of 2.5" caliber at time of planting.
  10. All conditions made with this Ordinance shall be transferred to any new property owner.

Chairman Thomas asked the representatives in attendance for Hendrickson if they would like to give a presentation.

Mr. Chris Batch, the General Manager of Hendrickson Bumper, presented it on behalf of the company. Mr. Batch provided an overview of Hendrickson's history, operations, and commitment to sustainability. Mr. Batch explained that the solar project was driven by customer demands for sustainability and carbon neutrality. Mr. Batch also detailed recent investments in the Crest Hill facility and emphasized the company's dedication to growing their business and bringing more jobs to the community.



Grace Rasmussen, from Verde Solutions, the solar installer, then presented details of the proposed solar array. Ms. Rasmussen outlined Verde's experience and qualifications, showed examples of completed similar projects, and presented the design plans for the Hendrickson site.

The plans included details on the array layout, fencing, access road, drainage, and landscaping.

Chairman Thomas asked the commissioners if anyone had a comment or question.

Commissioners asked questions and raised concerns about various aspects of the project:

- Commissioner Slabozeski inquired about cost savings from the solar panels. Mr. Batch was unable to share specific numbers due to company privacy policies.
- Commissioner Stanton expressed concerns about:
  - The plan for system removal, particularly buried conduits
  - The use of gravel for the access road and its long-term permeability
- Chairman Thomas asked about the impact of tariffs on Hendrickson's business. Mr. Batch explained that the bumper division was minimally affected due to their primarily US-based customers and operations.
- There was discussion about the access road material, with staff explaining it was the best compromise based on cost, regulatory requirements, and input from the City Engineer and Fire Department.
- Commissioners discussed the need to potentially address conduit removal in 30+ years when decommissioning might occur.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number SU-25-2-4-1.

(#4) Motion by Commissioner Peterson seconded by Commissioner Flynn, to close the public hearing on case number SU-25-2-4-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Flynn, Stanton, Carroll, Slabozeski, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:47 p.m.

Chairman Thomas asked for a motion to approve the recommendation of case number SU-25-2-4-1, the request of Hendrickson USA LLC seeking approval for a Special Use Permit and Variation(s) for a New Solar Array which is Classified as a Utility Facility under the Crest Hill Zoning Ordinance on a 4.8-acre area of land in a M-2 General Manufacturing District located at 501 Caton Farm Road, Crest Hill with the previously discussed ten (10) conditions.

Chairman Thomas asked Mr. Batch if he was aware of the ten (10) conditions listed and Mr. Batch stated that he has seen them, and they have agreed to all ten (10) conditions.

(#5) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, approve the recommendation of case number SU-25-2-4-1, the request of Hendrickson USA LLC seeking approval for a Special Use Permit and Variation(s) for a New Solar Array that is outlined in the staff report, which is Classified as a Utility Facility under the Crest Hill Zoning Ordinance on a 4.8-acre area of land in a M-2 General Manufacturing District located at 501 Caton Farm Road, Crest Hill with the previously discussed ten (10) conditions below:

1. That the drawings submitted for a building permit shall be in substantial compliance with the drawings approved by City Council and identified below, unless otherwise noted in the remaining conditions:
  - Solar Ground Mount System Plans Engineered by PurePower Engineering last dated 3/28/2025.
  - Stormwater Management Permit Details Prepared by Hey and Associates Inc. Last Dated April 15, 2025
  - Structural Detail Drawings Created by DCE Solar Sheets 1 through 5 Last Dated 3/6/2025.
  - Landscape Plans Created by Hey and Associates Inc. Last Dated 3/31/2025.
2. The gravel driveway and loading area in the front of the accessory building on the property with the Permanent Index Number of 11-04-33-100-002-0000 shall receive a permit to transition this surface material to an approved surface material to be in compliance with Zoning Ordinance Section 11.6-1 and follow applicable construction standards. This specific area includes the driveway entrance from Caton Farm Road leading to the accessory building as well as to the gates of the solar array area. This permit shall be issued before May 19, 2026.
3. The emergency access road containing the three-fourths limestone surface material shall be improved with a base material and construction method approved by the City Engineer. All details of the materials and construction methods shall be submitted with the building permit application for the solar array.
4. The thickness of stone for the temporary construction access road should be at least two inches thick.
5. Prior to permitting issuance for the solar array the structural calculations report provided with through submittal will need to be signed and stamped by a Licensed Structural Engineer.
6. A Fire Truck Turning Performance Analysis shall be provided for review and approval as part of the building permit application submittal for the solar array.
7. If any new outdoor lighting is proposed with this project, then a Photometric Plan shall be provided at time of submitting a building permit application to ensure compliance with applicable codes and regulations.
8. All required final design drawings and related supporting project information shall be submitted for final engineering review and approval in conjunction with the formal building permit application submitted for the solar array.
9. All new shade trees, ornamental trees, and evergreen trees proposed on north of the solar array shall be planted with a minimum height of six feet and a minimum of 2.5" caliber at time of planting.

10. All conditions made with this Ordinance shall be transferred to any new property owner.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Deserio, Carroll, Stanton, Flynn, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

Chairman Thomas congratulated Hendrickson USA LLC for being a Crest Hill business for almost 50 years and thanked them for their commitment to renewable energy. He informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on May 12<sup>th</sup> and have an official vote.

OTHER BUSINESS: City Attorney Mike Stiff briefly explained that the only changes made to the bylaws were to incorporate the new ordinance regarding compensation and the number of absences, add a signature line for Director Ainsworth as the new Director of Community and Economic Development, and update the dates.

Chairman Thomas asked for a motion to approve the bylaws and changes as presented.

(#6) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the bylaws and changes as presented.

On roll call, the vote was:

AYES: Commissioner Carroll, Peterson, Flynn, Stanton, Slabozeski, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

Commissioner Deserio announced his resignation from the Planning Commission, effective at the close of the meeting, due to his recent election as Alderman of Ward 1. Chairman Thomas and other commissioners thanked him for his service and wished him well in his new role.

Chairman Thomas noted that the election of officers (Chairman, Vice Chairman, and Secretary) would be added to the June meeting agenda, as there were no agenda items for May.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#7) Motion by Commissioner Deserio seconded by Commissioner Flynn, to adjourn the April 24, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Deserio, Flynn, Stanton, Peterson, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 7:59 p.m.

As approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

As presented \_\_\_\_\_

As amended \_\_\_\_\_

\_\_\_\_\_  
BILL THOMAS, COMMISSION CHAIRMAN

DRAFT



**To:** Plan Commission

**From:** Patrick Ainsworth, AICP, Community and Economic Development Director  
Ronald Mentzer, Community and Economic Development Consultant

**Date:** June 12, 2025

**Re:** 1813 N. Broadway City Code and Zoning Ordinance Variation Requests –  
Plan Commission Case # V-25-1-6-1

### ***Project Details***

Project:	A&J Rehab Properties Apartment Building Renovation and Reconstruction
Requests:	Miscellaneous Zoning Ordinance and City Code Variations
Location:	1813 N. Broadway Street

### ***Site Details***

Lot Size:	Approximately 13,400 square feet (.3 acres)
Existing Zoning:	R-3 Multi-family Residential District

### ***Surrounding Zoning and Land Use Summary***

	Land Use	Comp Plan	Zoning
Subject Parcel	Vacant apt. bldg.	Commercial	R-3
North	Single-family home	Commercial	R-1
South	Single-family home	Commercial	R-1
East	Vacant	Industrial	B2
West	Single-family homes	Multifamily or Commercial	B2

### ***Attachments***

Application Documents Submitted by Applicant Include:

- 4/28/2025 Application for Development/Variations (Exhibit B)

- 5/22/2025 Detailed Zoning Ordinance and City Code Required Variations for Non-Conformities (Exhibit C)
- Undated Applicant response letter to Zoning Ordinance Standards for Variations (Exhibit D)
- Plat of Survey dated 10/8/2020 marked up with building remodeling and demolition locations (E)
- Undated Proposed Site Plan (Exhibit F)
- 11/1/2024 Apt. Unit Floor Plans (Exhibits G1-G4)
- Undated Proposed Elevation Plan For Variance/Special Approvals (Exhibit H)
- Undated Landscape Plan (Exhibit I)

### ***Application Background and Project Summary***

A&J Rehab Properties (the “Applicant”) purchased 1813 N. Broadway (the “Subject Property”) in October of 2024. Prior to the Applicant’s acquisition of the Subject Property, the City had posted “Not Approved for Occupancy” placards on the 4-unit apartment building located on it due to extensive property maintenance and life safety code violations. As documented in Exhibit D, the Applicant purchased the property with the specific purpose of completing an extensive renovation of the existing 4-unit apartment building so it could be reoccupied and rented out. The Applicant has a successful history of renovating and upgrading other dilapidated properties in the City of Crest Hill and surrounding municipalities.

The existing site and building improvements on the Subject Property date back to the mid-1920s. Over time, the building improvements on the Subject Property evolved into the four small apartment unit configuration that existed when the Applicant acquired it. Many of the existing building and site improvements on the Subject Property do not conform with current City of Crest Hill Zoning Ordinance and City Code requirements. More information regarding the scope and status of non-conforming conditions on the Subject Property is provided in subsequent sections of this report.

In November of 2024, the Applicant applied for a building permit to completely renovate the existing structure on the property. The City issued a building permit for this work in January of 2025. In April of 2025, the Applicant demolished the center apartment unit due to its extremely poor structural condition. Once the City became aware of this, the City informed the Applicant and new owner of the Subject Property that non-conforming zoning related conditions on the property would need to be brought into conformance with applicable Zoning and City Code requirements per the following requirements of Section 5.5 of the Zoning Ordinance:

#### **SALE OF A NON-CONFORMING USE**

No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located.”

Non-conforming conditions can be eliminated through physical modification or by the City’s approval of variations to specific code requirements. The Applicant is proposing to achieve conformance through a combination of both of these actions.

### ***Non-Conforming Conditions and Summary of Requested Variations***

The Applicant has committed to physically modify the site to eliminate the following existing non-conforming conditions on the Subject Property:

1. Lot Coverage - Reduce Lot Coverage from 51% to 47%.
2. Parking and Driveway Pavement - Pave all parking and driveway areas with asphalt.
3. Landscaping - Plant enough new landscape materials to satisfy the minimum planting requirements for a multi-family property.
4. Refuse Screening Enclosures - Construct required refuse container screening enclosures.
5. Parking Lot Lighting – Install new light fixtures to illuminate parking spaces on the property.

The Applicant is also requesting City approval of the various Zoning Ordinance and City Code variations outlined in attached Exhibit C. If approved, these variations would allow the existing building to be completely remodeled in its current location and allow the 4-unit configuration that existed when the Applicant purchased the Subject Property to remain. In general, these variation requests involve existing non-conforming site conditions that would be extremely difficult or physically impossible to eliminate without completely redeveloping the Subject Property.

### **Staff Analysis**

Overall, staff believes the Applicant's proposed building, parking, and landscape improvement plans and commitments for the Subject Property are significant, extremely desirable, and will dramatically improve the aesthetics, function, and public safety on the Subject Property. While the Applicant is still requesting approval of numerous variations, staff is of the opinion that these variation requests are reasonable and acceptable given the underlying zoning of the property, history of the site improvements, character and nature of the adjacent Broadway Street corridor, the fact that the site conditions associated with the variations have already established their impact on the surrounding area and that impact appears to be relatively minor, and the significant amount of improvements and upgrades the Applicant is committed to implement on the Subject Property.

### **Staff feedback on specific variation requests includes:**

*Reduced Parking Requirements:* The proposed project involves three one-bedroom apartment units and one two-bedroom unit. Staff believes the requested variation to reduce the parking requirements for this property from 3.5 parking spaces per unit (16 required parking spaces) to one parking space per bedroom plus three guest parking spaces (8 proposed parking spaces) is reasonable and consistent with modern-day parking demand for small one and two-bedroom apartment units.

*Building Façade Requirements:* The Applicant is proposing to clad the entire building with Hardi-board siding and desirable trim and accent siding details. As proposed, these exterior façade improvements would have a significant positive impact on the appearance of the building. Given the location of the existing building and the number of mature trees on the site, staff does not feel requiring the installation of additional masonry façade

materials would materially improve the aesthetic impact the building has on the surrounding neighborhood or the Broadway Street corridor.

*Minimum Unit Size Requirements:* Staff believes the existing and smaller unit sizes will meet the needs of a growing segment of the population - single individuals with no children - and therefore are desirable and appropriate at this location.

*Parking access drives:* The existing driveway dimensions, configuration, and curb cuts onto Broadway Street function well for this relatively small site. Expanding or dramatically modifying the dimensions and location of these improvements seems unnecessary from a staff perspective.

### ***Variation Approval Standards and Findings***

Section 12.6-2 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with (staff findings are identified in bold italic font):

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone. ***The property would need to be completely redeveloped in order to comply with all applicable Zoning Requirements. Staff believes requiring a complete redevelopment of the property would prevent it from yielding a reasonable return.***
2. That the plight of the owner is due to unique circumstances. ***The plight of the owner is due in large part to the age and history of the property and the fact that it was originally developed prior to the existence of the City of Crest Hill and the current Crest Hill Zoning Ordinance. Staff believes these are unique circumstances.***
3. That the variation, if granted, will not alter the essential character of the locality. ***Provided the applicant complies with the improvement commitments and conditions reflected and recommended in this staff report, staff does not believe the approval of the requested variations would negatively alter the essential character of the area. Instead, staff believes the proposed and recommended improvements to the property would, once completed, have a positive impact on the essential character of the area.***

Section 12.6-2 of the Zoning Ordinance further suggests the Plan Commission supplement the above standards by taking into consideration the extent to which the facts



listed on Exhibit A have been established by the evidence presented during the public hearing process and further support the approval of the Applicant's requests.

### **Staff Recommendation**

Based on the findings reflected in this staff report, Staff recommends:

**The Plan Commission recommends City Council approval of variations for the property located at 1813 Broadway Street as outlined in the June 12, Community Development Department Staff Report for Plan Commission Case #V-25-1-6-1) and subject to the Applicant's compliance with the following conditions:**

- 1. Remove existing private concrete stairs that connect to the public sidewalk along the west side of Broadway St. and restore disturbed area with grass.**
- 2. Obtain a building permit and construct new refuse container enclosures in the locations reflected on Proposed Site Plan Exhibit F. The design of these enclosures shall comply with applicable City design requirements.**
- 3. Reside and trim all four sides of the 4-unit building with LP Smart Siding composite trim, and shake shingle accent details in substantial conformance with the Proposed Elevation Plan (Exhibit H)**
- 4. Obtain a building permit and pave the proposed driveway/parking improvements on the property in substantial conformance with the location and dimensions reflected on Proposed Site Plan Exhibit F. The design and striping of these improvements shall comply with applicable City design requirements.**
- 5. Install new "One-Way Entrance" and One-Way Exit" Directional signs on the Subject Property at each private driveway connection to Broadway Street.**
- 6. Restore Disturbed areas on the site that will not be covered with structures or pavement with topsoil and grass or mulch.**
- 7. Install and maintain the landscaping reflected on the proposed Landscape Plan (Exhibit I)**
- 8. Amend existing building permit for the building renovation project to accommodate the installation of building mounted light fixtures that would illuminate the proposed parking spaces in front of the building. Cut sheets and mounting details for said fixtures shall be provided in the building permit amendment submittal. Said light fixtures shall be flat glass fixtures mounted so the lens of the fixture is oriented parallel to the ground surface below. "Flood lights" designed and mounted to project light perpendicular to the ground surface are prohibited.**

Please contact Community and Economic Development Consultant Ron Mentzer at 815-741-5106, ext. 240 or [rmentzer@cityofcresthill.com](mailto:rmentzer@cityofcresthill.com) with any questions regarding the information or recommendations contained in this report.

**Exhibit A****Supplemental Variation Approval Facts to Consider Per Zoning Ordinance  
Section 12.6-2**

1. *That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
2. *The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
3. *That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
4. *That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
5. *That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as “similar and compatible uses.”*
6. *That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
7. *That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City.*
8. *That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance would deprive the applicant of any reasonable use of his land. Mere loss in value shall not justify a variation; there must be a deprivation of beneficial use of land..*

Application for Development

For Office Use Only: Case Number: \_\_\_\_\_

Project Name: CREST HILL APARTMENT REMODEL

Owner: A&J Rehab Properties Correspondence To: Juana Cruz

Street address: [REDACTED] Street address: [REDACTED]

City, St., Zip: Romeoville, IL 60446 City, St., Zip: Romeoville, IL 60446

Phone: [REDACTED] Phone: \_\_\_\_\_

Email: [REDACTED] Email: \_\_\_\_\_

Property Address: Street address: 1813 N BROADWAY Property Information: Lot Width: 97.0

City, St., Zip: CREST HILL, IL Lot Depth: 138.16

PIN: 11-04-33-405-019-0000 Total Area: 13,400 SF

\*Submit an electronic version of the legal description only in a Word document to:  
[buildingdepartment@cityofcresthill.com](mailto:buildingdepartment@cityofcresthill.com)

Existing Zoning: R3 Existing Land Use: RESIDENTIAL - MULTI FAM

Requested Zoning: R3 Proposed Land Use: RESIDENTIAL - MULTI FAM

## Adjoining Properties Zoning and Uses:

North of Property: R-1

South of Property: R-1

East of Property: N/A

West of Property: R-1

Purpose Statement (intended use and approval sought): EXISTING MULTI-FAMILY USE. SEEKING VARIANCE FOR ADDITIONAL WORK DONE TO PERMIT # 25-01-0013

## City of Crest Hill Development Handbook

## Appendix C

Development Request: Please check all that apply and describe:

- ☐ Rezoning: \_\_\_\_\_
- ☐ Special Use: \_\_\_\_\_
- ☒ Variance: SEE ATTACHED RESPONSE FOR SPECIAL APPEALS
- ☐ Planned Unit Development: \_\_\_\_\_
- ☐ Annexation: \_\_\_\_\_
- ☐ Plat: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

- ☐ Civil Engineer: \_\_\_\_\_ Phone: \_\_\_\_\_
- Company: \_\_\_\_\_ Email: \_\_\_\_\_
- ☒ Contractor: Alfonso / Ivana Cruz Phone: [REDACTED]
- Company: AL Rehab Properties Email: [REDACTED]
- ☒ Architect: Brian Gould Phone: [REDACTED]
- Company: BA DESIGN Email: [REDACTED]
- ☒ Builder: Alfonso / Ivana Cruz Phone: [REDACTED]
- Company: AL Rehab Properties Email: [REDACTED]

I agree to be present (in person ☒ or by counsel) when the Plan Commission and City Council hear this development.

Signature: [REDACTED]

Date: 4/28/25

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner \_\_\_\_\_

Date \_\_\_\_\_

# Exhibit C

1813 N. BROADWAY

Zoning Ordinance and City Code Required Variations for Non-Conformities (last revised 5/22/2025)

Item 2.

**1.) Zoning Ordinance (ZO) Setbacks and Bulk Requirements:** Table 1 R-3 Residential District Zoning District Standards:

- 5,000 sq. ft. of lot area required per dwelling unit/3,343 sq. ft. per unit provided
- 10' side yard building setback required. 3.10' proposed/provided on south side.
- 40' rear yard building setback required. 0.1' proposed/provided.
- 800 sq. ft. minimum 1-bedroom unit size required. UNIT A provided/proposed = 437SF, UNIT C provided/proposed = 605 SF, UNIT D provided/proposed = 324 SF
- 900 sq. ft. minimum 2-bedroom unit size required. UNIT B provided/proposed = 565 SF.

**2.) Building Façade Requirements:** ZO Section 8.7-2.2 requires the following improvements on multi-family building facades:

- A minimum of 20% of the total exterior building wall façade area excluding window and door areas required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum 80% of the area of one exterior building wall, excluding window and door area, required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum of 10% of the exterior building wall, excluding window and door area, facing Broadway Street required to be constructed with masonry materials. No masonry provided/proposed.

**3.) Parking Requirements:** ZO Section 11.8-1.c. requires 3.5 parking spaces per dwelling unit. Eight parking spaces proposed for three 1-bedroom units and one 2-bedroom unit.

**4.) Parking Access:**

- ZO Section 11.4-1 requires one-way access drives to be a minimum of 14 feet in width. 12 foot access drive width proposed/provided.
- ZO Section 11.4-2 and City Code Section 15.04.040.(l)(8) Requires curb cuts for access drives to be no less than 20' in width and must not be closer than 75' from another curb cut on the same street. Existing driveways do not satisfy this requirement.

**5.) Parking and Access Drive Setbacks:**

- No parking allowed in front yard per ZO section 11.5-1. All eight proposed parking spaces would be located in the required front yard.
- Parking access drives required to be setback 10' from side property lines adjacent to single family residentially zoned/used properties per ZO Section 11.5-3. Existing access drives encroach into this setback.

**6.) Parking Area Screening:** ZO Section 11.6-2 and City Code Section 15.04.040, requires multi-family parking areas containing more than 4 parking spaces must be screened along the side property lines along any adjacent residentially zoned properties by landscaping, berms, and/or fencing that will "achieve no less than a minimum 75% visual screen at a minimum mature height of six feet." Applicants propose to use existing on-site trees and landscaping to satisfy this requirement.

1813 Broadway St

## Request for Variance

Dear Members of the Board,

I am writing to you and ask for your approval for a variance request at the subject property above. My name is Alfonso Cruz, and I am not only an owner of the property above, but a general contractor in business for over 20 years. I have a local business here in Crest hill, at 1819 Broadway Street, only a couple doors down from this property. I have helped beautify this community by completing projects such as the one at 2138 Root Street. Which was an empty house that had been vacant for some time. It just sold this March.

I would like to provide you with some evidence set forth in the comments below per section 12.6-2 Standards For Variations

The plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with:

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone. We originally purchased this property which is in zoning R-3 and was setup as 4 apartments (apartment A and B are in a 2 story section of the building, apartment C is a center small section, and Apartment D is far east side) This property is from the early 40s if I was to guess, and was originally a 2 story home (apartment A and B), a breezeway (apartment C), and a garage possibly (apartment D). But it had been functional and allowed per village zoning. I happened to buy this as a property under duress, with multiple violations as you can see in the inspection reports given to you today.

Soon after my purchase, we applied for a permit to remodel this property and when I uncovered rotted walls and structural elements located on 2 exterior walls, I made an unfortunate decision on my own, without thinking, to take down those 2 walls and the wood framed roof above (apartment C). This is a very small portion which was at one time a breezeway of the home property. In doing so, this triggered me to have to go through this variance process as it has gone above an interior remodel. The property would not be able to yield a reasonable return if I was to (a) leave this portion removed as it would now create 2 separated occupancies and 2 principal structures on the property which cannot occur. (b) I cannot take down the north remaining building (apartment D) as I would be left with only the 2 story building (apartment A and B) and that is not enough income to justify my original purchase and investment.

2. That the plight of the owner is due to unique circumstances. I admit fully that this error in judgement to take down part of the outside walls has caused me a lot of grief and a lot of expense which I did not

believe in my wildest dreams would occur. I felt that I would be able to talk to the inspector and let him know what I found and adjust my plans. I have now hired an architect which has been brought up to speed on how I have gotten to this point, and we have met with Patrick Ainsworth, Don Seeman, and Ron Mentzer to make sure I provide your staff with the proper revised plans moving forward.

3. That the variation, if granted, will not alter the essential character of the locality. If granted the approval, it would allow me to just put the 2 walls back as they were, on the same location, as well as put the roof rafters back, in the same location, and height.

For the purpose of supplementing the above standards, the Plan Commission, in making the determination, whenever there are particular hardships, shall also take into consideration the extent of which the following facts, favorable to the applicant, have been established by the evidence:

1. That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out. In this particular instance, we have a great hardship in that if you were to not allow me to put the walls back up, this property in which I have invested so much money into, would be lost. I would have to take down everything that is there, and leave an empty lot or leave as it is and sell to another buyer with not only the original violations I was set to fix, but additional issues with non-conformance and demolition requirements. The building value and the potential would be lost in making this a great rental property.

2. The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification. This is a very unique variance request in that it is not asking for "more square footage, or a reduction of sideyard setbacks for a NEW development. This building has been here for decades, operating, and only due to my own decisions has it been taken to this variation request. Other properties within the same zoning classification AND with the age of property as mine, would most likely have their principal structures set as non-conforming .

3. That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property. That is correct. I am the owner and just looking to put up the elements I took down to bring back to its original location

4. That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood. The variation request is to only put up the 2 walls and roof structure in the exact same spot it was before. There is an alley to the west of me and I am not changing the location of any parts of the home as they were before.

5. That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council as "similar and compatible uses". The use will remain the same- Rental property multifamily under R-3 zoning.

6. That the variation granted is the minimum adjustment necessary for the reasonable use of the land. This is correct. I am asking that the variation to be granted so I can continue forward with my initial goal of fixing many of the outstanding violations on this property and continue with my existing remodel permit on file. This would provide the minimum adjustment necessary. Anything beyond this would cause me to have to entirely demolish all structures, and rebuild new on the piece of property that is there. This is not feasible.

7. That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for the development of the City. Granting of this variation will allow me to continue forward. I apologize for my mistake, and did not expect that it would of come to this. I will have plans done by my architect showing the new walls and roof rafters to be installed, as well as any other items necessary per code.

I appreciate your time and understanding. I hope to hear an approval to move forward so I can finalize this project.

Sincerely,

Alfonso Cruz



Exhibit E  
**PLAT OF SURVEY**

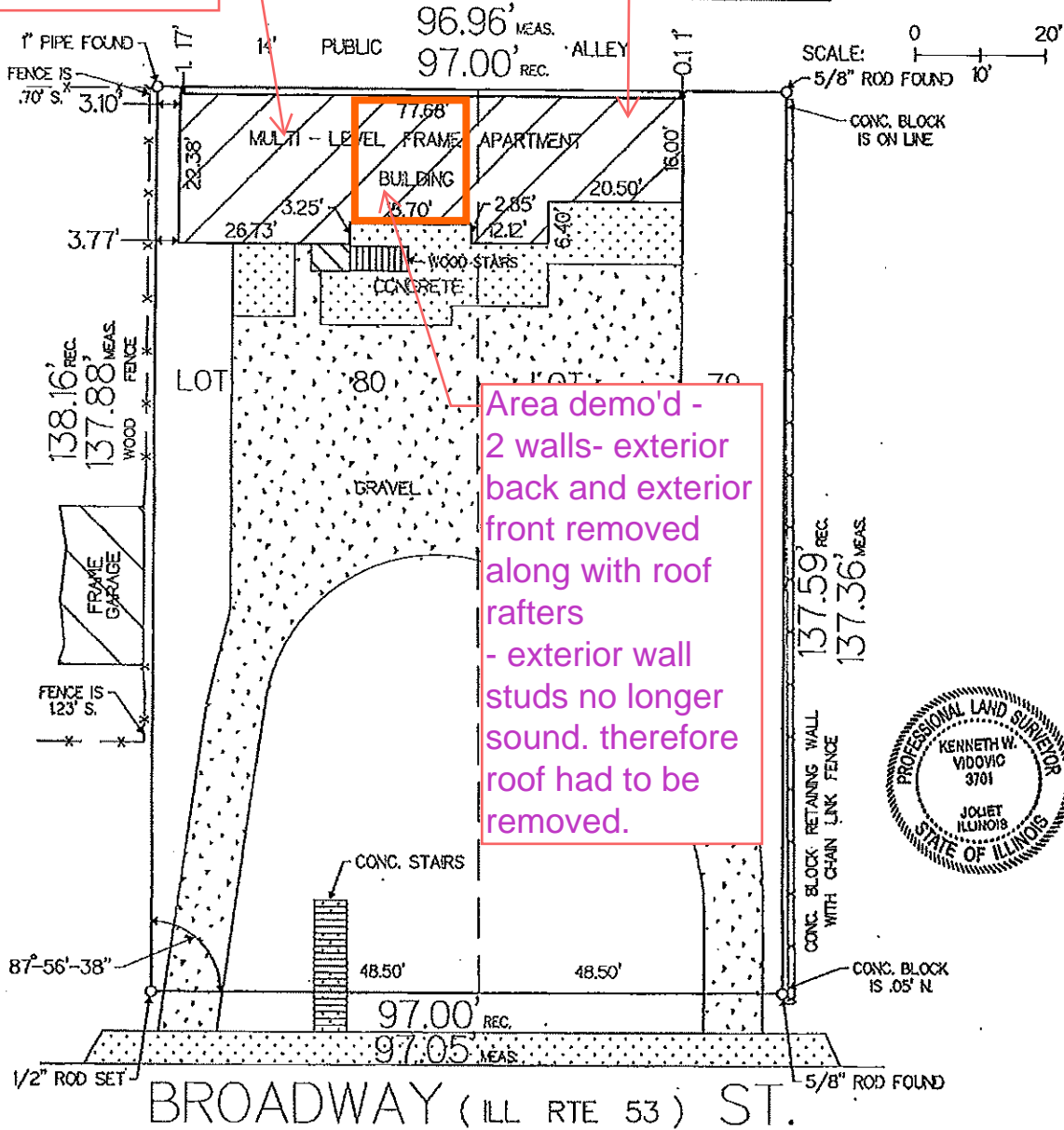
Item 2.

LOTS 79 AND 80, IN STERN PARK, A SUBDIVISION IN SECTION 33, IN TOWNSHIP 36 NORTH, AND IN RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, IN PLAT BOOK 17, PAGE 12, AS DOCUMENT NO. 399218, IN WILL COUNTY, ILLINOIS.

1813 BROADWAY STREET  
CREST HILL, IL

existing to  
remain-interior  
remodel

existing to  
remain-interior  
remodel



**COMMUNITY SURVEY INC.**

81 N. CHICAGO STREET, SUITE 207  
JOLIET, IL 60432

(815) 722-9005 (815) 722-9019 - fax  
EMAIL: kvccommunitysurvey@att.net

DESIGN FIRM NO. 184-002699

CHECK DEED OR GUARANTEE POLICY FOR BUILDING LINE OR  
EASEMENT RESTRICTIONS NOT SHOWN ON PLAT OF SURVEY.  
COMPARE POINTS BEFORE BUILDING.

WE, COMMUNITY SURVEY INC., DO HEREBY CERTIFY THAT WE  
HAVE SURVEYED FOR **PAIRICK MESZAROS** UNDER MY  
HAND AND SEAL ON THIS 31<sup>TH</sup> DAY OF OCTOBER 2020.  
FIELD WORK 10/12/2020

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS  
MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SURVEY NUMBER **20-27221**

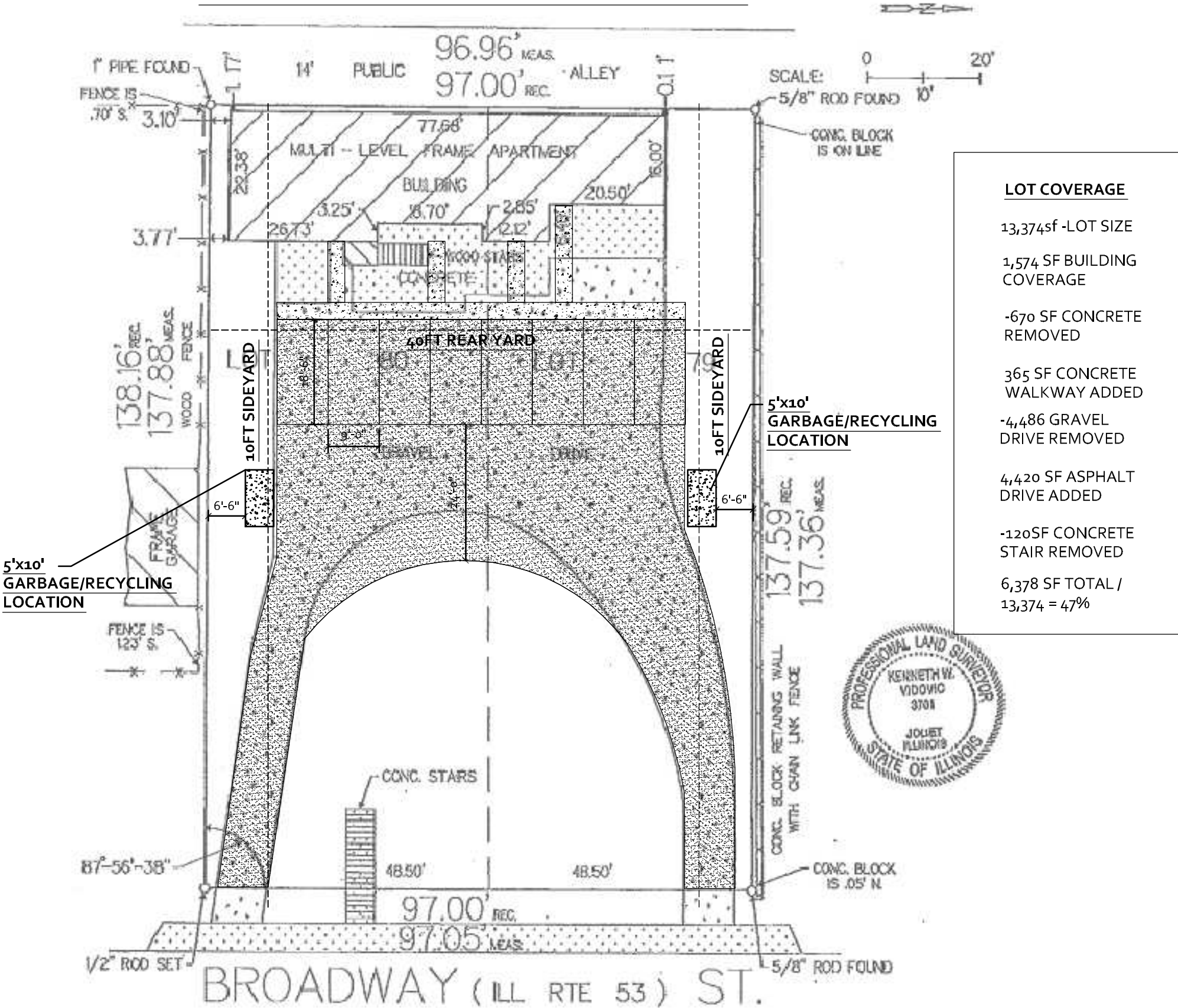
ILLINOIS LAND SURVEYOR NO. 3701  
EXPIRES 11/30/2020

# PLAT OF SURVEY

LOTS 79 AND 10, IN STREET PARK, A SUBDIVISION IN SECTION 33, IN TOWNSHIP 36 NORTH, AND IN RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, IN PLAT BOOK 13, PAGE 12, AS DOCUMENT NO. 359214, IN WILL COUNTY, ILLINOIS.

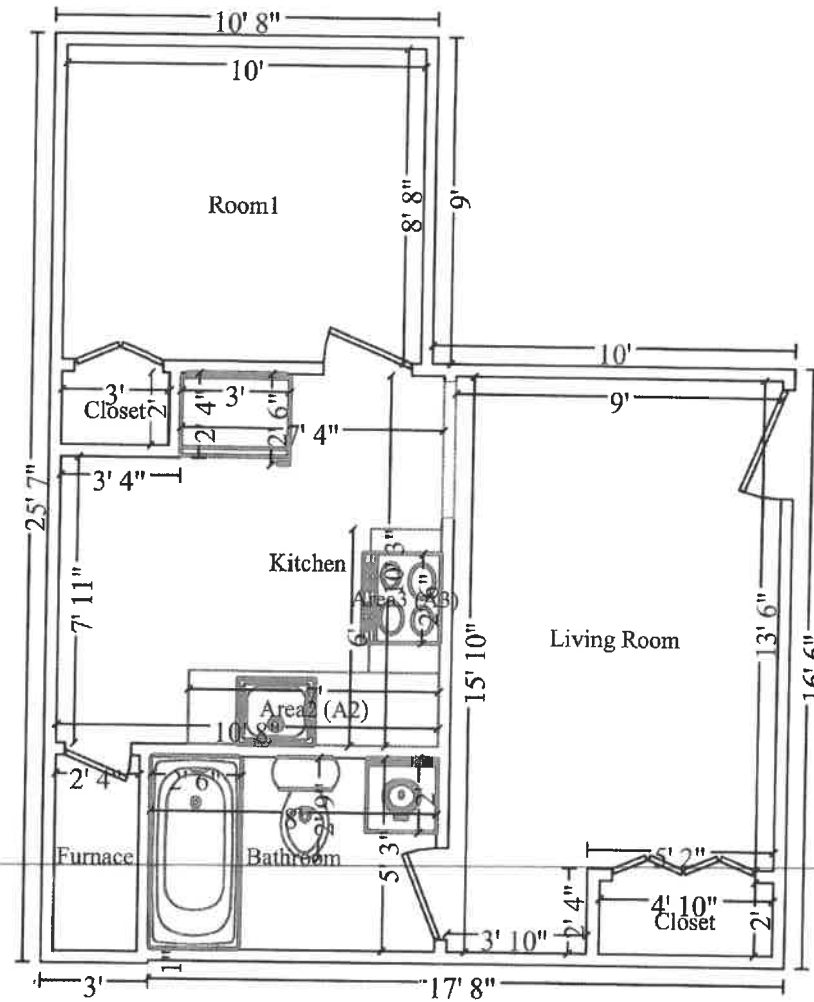
1813 BROADWAY STREET  
CREST HILL, IL

## PROPOSED SITEPLAN

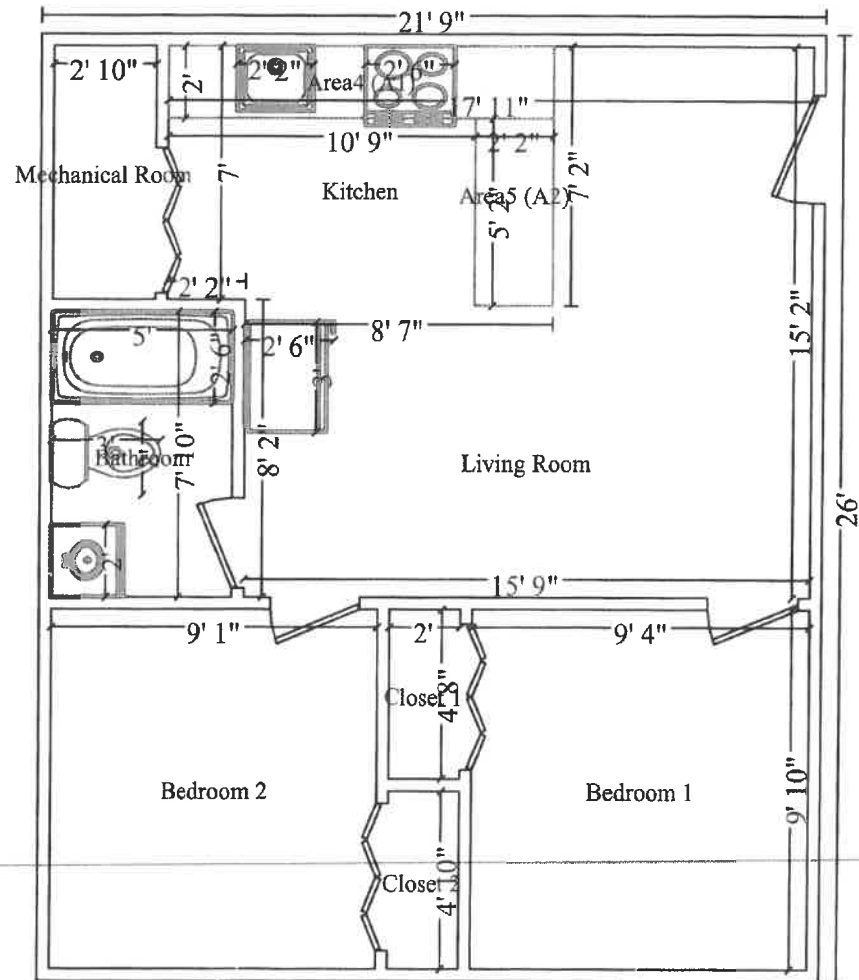


<p><b>COMMUNITY SURVEY INC.</b> 81 N. CHICAGO STREET, SUITE 207 JOLIET, IL 60432</p> <p>(815) 722-9005 (815) 722-9019 - fax EMAIL: kwsurvey@att.net</p> <p>DESIGN FIRM NO. 184-003499</p> <p>CHECK DEED OR GUARANTEE POLICY FOR BUILDING LINE OR EASEMENT RESTRICTIONS NOW SHOWN ON PLAT OF SURVEY. COMPARISONS BEFORE BUILDING.</p>	<p>WE, COMMUNITY SURVEY INC., DO HEREBY CERTIFY THAT WE HAVE SURVEYED FOR <b>PATRICK MESZAROS</b> UNDER MY HAND AND SEAL ON THIS <b>FIRST</b> DAY OF <b>OCTOBER 2023</b>. FIELD WORK 10/1/2023</p> <p>THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS KENTUM STANDARDS FOR A BOUNDARY SURVEY.</p> <p>SURVEY NUMBER <b>20-27221</b></p> <p><i>Kenneth W. Vidovic</i> ILLINOIS LAND SURVEYOR NO. <b>1381</b> EXPIRES 11/01/2029</p>
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Sketch



Sketch



Unit B

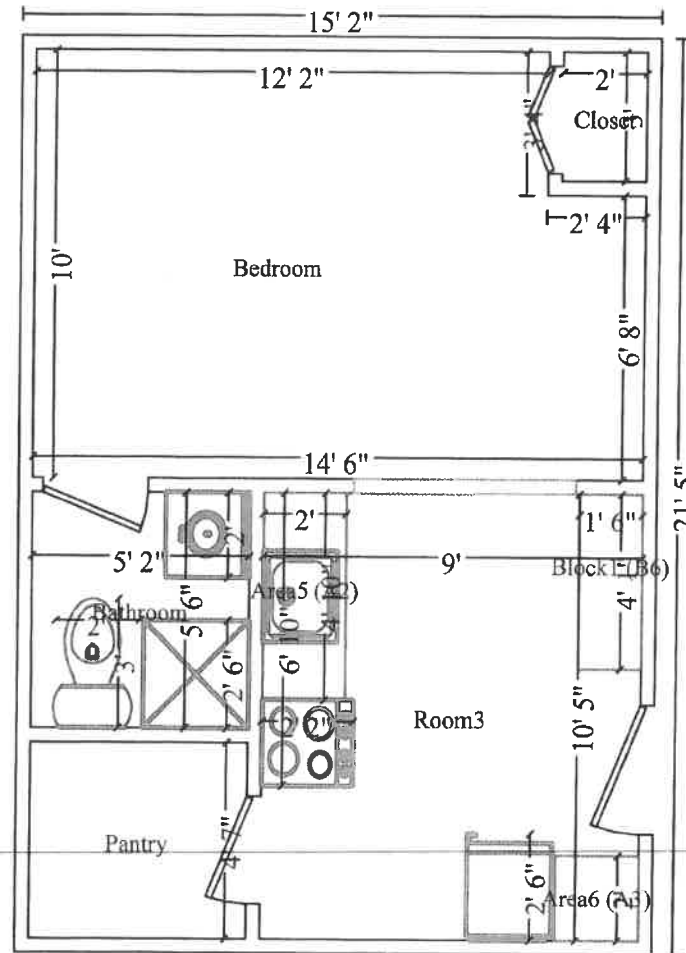
This floor plan shows a house with the following rooms and dimensions:

- Bedroom 1:** 9' 8" x 8' 1"
- Bathroom:** 5' 2" x 5' 4"
- Mechanical Room:** 10' 5" x 1' 6"
- Kitchen/Living room:** 10' x 17' 10"
- Room 5:** 10' 4" x 8' 1"
- Entry/Foyer:** 6' 2" x 5' 6"
- Area (A1):** 7' 9" x 1' 4"
- Area (A2):** 6' 9" x 2' 6"
- Area (A3):** 6' 9" x 2' 6"
- Area (A4):** 6' 9" x 2' 6"
- Area (A5):** 6' 9" x 2' 6"
- Area (A6):** 6' 9" x 2' 6"
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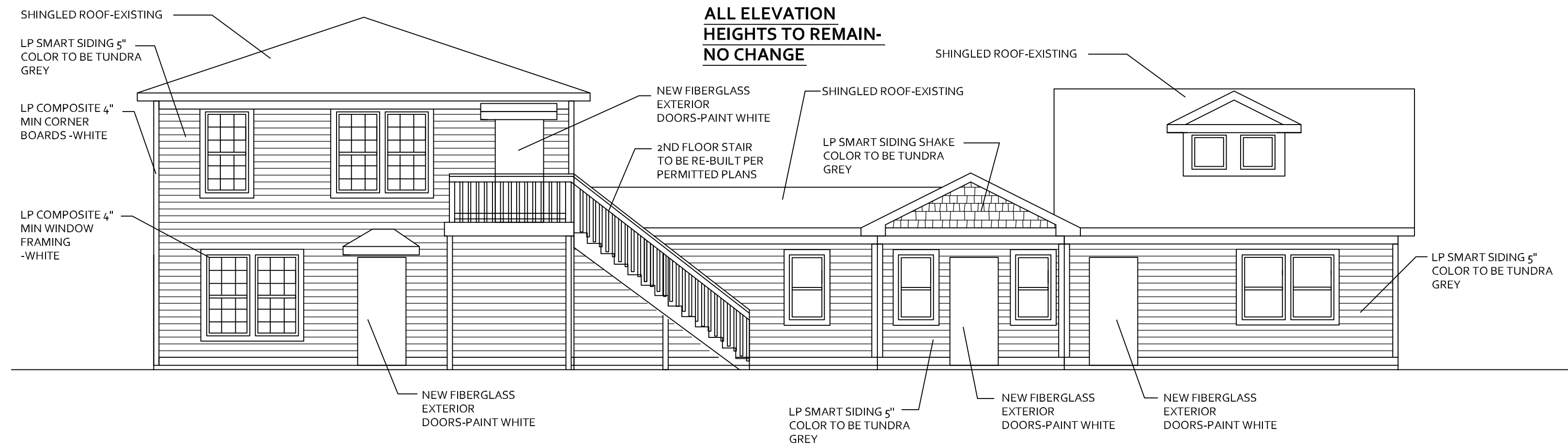
Page: 4

Sketch



Unit D

## Exhibit H

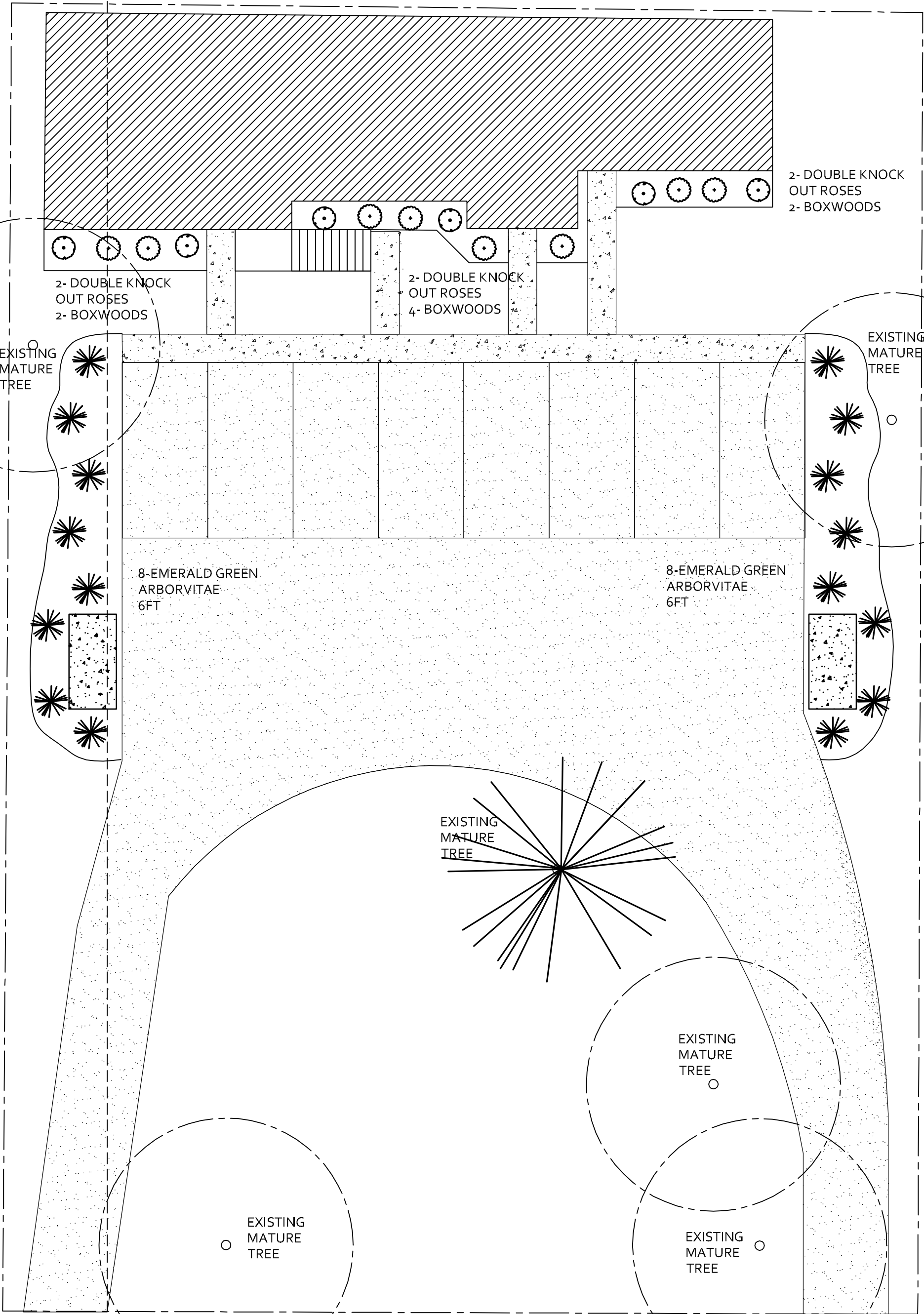


1813 BROADWAY ST  
CREST HILL, IL

## PROPOSED ELEVATIONS FOR VARIANCE/SPECIAL APPROVALS

# LANDSCAPE PLAN

SCALE 1"=10'-0"



# BROADWAY STREET





**To:** Plan Commission/ZBA

Patrick Ainsworth, AICP, Community and Economic Development Director

**From:** Ronald Mentzer, Community & Economic Development Consultant

**Date:** June 9, 2025

Consideration of Case Number SU-25-3-6-1 Request of Redemption Hour Ministry seeking approval for a Special Use Permit and Variations to reactivate the existing building for a Church which is an allowable Special Use under the Crest Hill Zoning Ordinance. The subject parcel is zoned R-1, Single Family Residence District and is located at 1800 Dearborn Street in Crest Hill, Illinois

**Re:**

#### *Project Details*

Project	Church
Request	Special Use for Church
	Variation for Existing Conditions
Location	1800 Dearborn Street

#### *Site Details*

Building Size	9,400 SF (Gross Floor Area)
Site Area	45,900 square feet

#### *Land Use and Zoning Summary*

	Land Use	Comp Plan	Zoning
Subject Parcel	Vacant Church	Single Family	R-1
North	Single Family	Single Family	R-1
South	Single Family	Single Family	R-1
East	Single Family	Single Family	R-1
West	Single Family	Single Family	R-1

### **PROJECT SUMMARY**

Redemption Hour Ministry (the "Applicant"), is under contract to purchase the vacant building at 1800 Dearborn Street (the "Subject Property") which formerly encompassed St. Anne's Church and has submitted an application package for the City's potential approval of a Special Use Permit with Variations for the reactivation of the building as a religious use (PIN 11-04-33-315-001-0000) – see Exhibit A for the location and zoning map for this property. Since this subject building was constructed prior to the adoption of the current Zoning Ordinance, Section 5.5 of the Crest Hill Zoning Ordinance requires this property to retroactively obtain a Special Use Permit and any Variations to bring the property into compliance with city regulations prior to the sale of the property taking place.

### **Project Background**

The current building, located at the northeast corner of Ludwig Avenue and Dearborn Street, was constructed in 1953, prior to the City of Crest Hill being incorporated. The multi-level building is improved with face-brick on all four elevations, and an addition was added to the rear of the building, the north elevation, in the 1990s. The rear portion of property is improved with an asphalt surface parking lot consisting of 50 parking spaces. The current owner, Catholic Arch Diocese of Joliet, closed the facility in 2024 and subsequently put the Subject Property on the market. The Applicant plans to purchase the property and move their congregation from Romeoville to this address. Despite the property being vacant for less than one year, Zoning Ordinance Section 5.5 requires this property to obtain a Special Use Permit and Variations prior to the sale of this property.

According to the Project Narrative (Attachment B), the current total number of members in the Applicant's congregation is 70. There are several activities that take place throughout the week which are summarized on page one of the Project Narrative under "Schedule of Activities". Moreover, there are additional special events that will be hosted in the subject building such as wedding ceremonies and receptions, baby showers, breakfast meetings and other similar events for Church members only. As noted in the Project Narrative, no alcohol will be served at any function on the subject property.

Since the Applicant is proposing to reactivate a vacant building with the same type of activities as the previous occupants, there are no major external modifications being made to the property. The Applicant has acknowledged in the submitted plans that four pews will be removed from the main worship area. This will both reduce the number of people that can be seated in the main worship area and reduce the extent of the parking variation requested as described in the section below.

If the Special Use and the Variation requests are approved, the Applicant plans to close on the subject property and re-occupy this building later this year.

### **Planning, Zoning, and City Code Analysis**

**Zoning Ordinance and Crest Hill City Code Regulations** – The following subsections assess the submittals in relation to the Zoning Ordinance and the Crest Hill City Code. There are several components of the project to review in comparison to this document, hence there are multiple attributes of this project that are detailed below. Variances being requested are identified in bold font.

#### **Zoning Regulations for R-1, Single Family Residence District Related to an Existing Church**

Minimum Lot Area	8,000 SF Required	45,900 SF Provided
Max Structure Height	30 Foot Max Allowed Height	28 Feet Existing*
Front Yard Setback	30 Feet Required	Approx. 32 Feet
Interior Side Yard Setback	10 Feet Required	Approx. 27.1 Feet (East)
Corner Side Yard Setback	20 Feet Required	Approx. 27.25 Feet (West)
Rear Yard Setback	20 Feet Required	Approx. 132 Feet
Lot Coverage	50% Max Allowed	<b>58% Presented</b>
Off Street Parking	55 Spaces Required	<b>50 Spaces Provided (Deficit of 5 spaces)</b>
Landscape Parking Buffer	10 Foot Landscaped Area	<b>Zero Foot Landscaped Area Provided</b>
Parking lot landscape islands	Required at the end of each row of parking	<b>No parking lot landscaping islands provided at end of each parking row</b>
Parking aisle width between stalls	26 feet required	<b>17'-4" Existing</b>

\*Church steeples are exempt from the height regulations per Zoning Ordinance Section 4.2-7.

As shown in the table above, the existing bulk regulations are in general compliance between the proposed project and the Crest Hill Zoning Ordinance, except for the maximum lot coverage. The requested variations are for the lot coverage, the existing parking lot, and the number of spaces provided.

**Off Street Parking** – Since the property is currently improved with an existing structure and asphalt parking lot, the Applicant has no plans to expand the building or parking lot. Additionally, the Applicant has indicated that four pews will be removed from the worship area thereby reducing the number of people that can gather in this space.

The number of required off-street parking spaces is calculated at a rate of one parking space for every four seats per Section 11.8-5.a. The main worship area is improved with pews for the seating. Zoning Ordinance Section 11.3-3 elaborates on how a pew is measured for one seat. That text is provided below.

11.3-3 SEAT OR BENCH A seat shall be the space intended for one (1) individual; in a place where patrons or spectators occupy benches, pews, or other seating facilities, each twenty (20) inches of seating facilities shall be counted as one (1) seat.

Per Attachment B, there are 28 pews measuring 13 feet in width. After applying the off-street parking regulations to the proposed seating arrangement, 55 off-street parking requirements are required. To showcase that the 50 parking spaces provided in the current parking lot is adequate, the Applicant provided a Traffic Impact Statement (TIS) prepared by KLOA and dated May 2, 2025 (Part of Attachment B). The TIS showcased various off street parking calculations assigned with different approaches per the Institute of Transportation Engineers, *Parking Generation Manual*, 6<sup>th</sup> edition.

Specifically, the TIS estimated parking demand is based on two calculation methodologies. One methodology yielded 40 off-street parking spaces required for 70 attendees based on .54 parking space required per person. The second methodology yielded 123 parking spaces based on 13.9 parking spaces for every 1,000 square feet of gross building area (this figure does not exclude storage rooms, bathrooms and other generally exempt areas). Note, page 5 of the TIS identifies a parking requirement of 63 parking spaces after reviewing the Crest Hill Zoning Ordinance. This is **not** a correct figure as Section 11.3-3 of the Zoning Ordinance elaborates on how to measure a pew in relationship to the number of off-street parking calculations.

As a result of this analysis, it is clear that the off-street parking requirement found in the Crest Hill Zoning Ordinance is within the spectrum of off-street parking requirements for such land use. It is anticipated that members who are in the same family or household will drive to the property together. It is important to note the TIS did conclude that the parking count provided will be adequate for the Applicant and can accommodate future growth as well.

**Existing Driveways** – The Plat of Survey shows two entrances off of Dearborn Street for the subject property and both entrances are under the 30' maximum allowed width as identified in the Crest Hill City Code. No variations were being requested for the entrance widths.

**Live Planting Requirement Section** – City Code Section 15.04.040(I)(2)(b)(2) states that 1 approved planting per 725 square feet of improved land area is required, which results in a minimum of 63

plantings for this particular property. The Applicant noted that there are over 162 live plantings that are already improved on site. The number of live plantings complies with this code section.

**Summary of Variations Being Requested** – Since this property has several variations being requested, the list below is a summary of all requests with the applicable code sections.

- Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%
  - A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
- Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the 26 feet required is being requested.
- Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands in order to maintain the existing number of parking spaces on-site.

In summary, the Applicant is proposing to maintain the existing property conditions and reactivate the subject building with a religious use. Maintaining the property in its current form will assist with the preservation of this property and be in-keeping with the scale of the established neighborhood. It is the Crest Hill Zoning Ordinance regulations that came into effect *after* the establishment of this property. Specifically, Section 5.5 of the Crest Hill Zoning Ordinance is triggering the Applicant to request all of the subject Variations and a Special Use permit prior to the purchase and reoccupation of this property.

**Comprehensive Plan** – The 2014 Crest Hill Comprehensive Plan is a land use guide to ensure logical and orderly growth of the community. With this notion, this document was reviewed in comparison to this project to ensure that this guide is being followed. That analysis is discussed below in more detail.

The City's 2014 Comprehensive Plan assigns this property as Residential on the Future Land Use Map. While there is limited content in reference to religious institutions in the Comprehensive Plan, there is content discussing development (and uses) within the established neighborhoods. One such reference is provided below:

Crest Hill's older neighborhoods have a distinct character that is defined by smaller lot sizes, more modest building scale, smaller setbacks, the traditional design of local street network, and the presence of mature trees..... Future development should accommodate appropriate variations in lot size and residential design, but aim to create a similar character to existing neighborhoods. They should integrate logical connections to surrounding development, consistent street grids and block sizes...

This aspect of the Comprehensive Plan can be extended to the reuse of existing structures within the context of existing neighborhood improvements. Since this property has been utilized as a religious assembly use for decades, and the Applicant intends to reactivate the building and property for the same use, the reactivation of this property is in-keeping with the current context of the neighborhood.

Given the notion that the Applicant is not proposing any major additions or alterations to the structure, the reactivation of the building should not alter the character of the neighborhood.

### **ANALYSIS ON STANDARDS FOR VARIATION AND SPECIAL USE**

Each Special Use and Variation request needs to be analyzed against the standards found in the Crest Hill Zoning Ordinance. This is required to ensure that such special permissions are granted fairly and are in-keeping with the surrounding properties. As such, the staff analysis is detailed below.

#### **Standards for a Special Use**

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.

*Staff Response:* The establishment of the Special Use will not be detrimental to the public health, safety or general welfare as this property is already arranged for a religious use. The Applicant has stated in the application that there are 70 members in the congregation and there will be pews removed from the main gathering area. These statements and actions will allow the Applicant to reactivate the vacant building and help maintain the general welfare of the surrounding area.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

*Staff Response:* The reactivation of the existing building and property with another religious use will not be injurious to the properties in the immediate vicinity. Off-street parking is provided on the property that will adequately serve the Applicant's needs. Reactivating this building will assist with maintaining property values as a reduction in building vacancy generally assists with enhancing neighborhood vitality.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

*Staff Response:* The requested Special Use is a retroactive request since the property was a religious use for approximately 70 years. No major alterations are being proposed to the property that would impede orderly development of the surrounding properties.

4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

*Staff Response:* Since the property is already fully constructed, all utilities, road access and other improvements have been provided for this property to fully function.

5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

*Staff Response:* A Traffic Impact Statement has been prepared by a traffic engineering firm, KLOA. Based on the findings of this document, adequate ingress and egress already exists for this property which will minimize traffic congestion in the public streets.

6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

**Staff Response:** The property will conform to other applicable use regulations as found in the City Codes and Ordinances. All primary activities related to this religious use will be conducted inside of the existing building. Any outside events will need prior approval from the City of Crest Hill.

### **Standards for Variation**

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.

**Staff Response:** The property cannot yield a reasonable return under the current regulations of Crest Hill Zoning Ordinance because these regulations prevent it from being occupied with a religious/church. Specifically, Section 5.5 requires this property and all non-compliant properties to go through this process prior to the sale of the property. Additionally, the subject building was constructed and operated *prior* to the establishment of the Crest Hill Zoning Ordinance. If the requested variations are not granted, then the current property owner would essentially have to raze the entire building and parking lot structure and reconstruct a much smaller version of the existing improvements in order to comply with current code requirements.

2. That the plight of the owner is due to unique circumstances.

**Staff Response:** The plight of the owner is due to unique circumstances as this property was constructed and actively used prior to the City's current zoning regulations going in effect.

3. That the variation, if granted, will not alter the essential character of the locality.

**Staff Response:** Granting the requested variations for this property will not alter the character of the locality as the Applicant is proposing no major amendments to the building or the parking lot. In fact, granting the Variations will preserve the neighborhood character and allow this cultural facility to be reactivated with another similar religious use.

### **REFERENCE TO FEDERAL LAW**

Since religious uses are not a frequent request, there is a Federal Law called the Religious Land Use and Institutionalized Persons Act of 2000 (RLUIPA) which discusses protections of religious freedom by ensuring that zoning and land use regulations don't discriminate against religious institutions or burden their religious exercise. The notion that any religious use in a residentially zoned district is a Special Use allows all religious organizations to go through the same process which involves a public hearing and City Council approval.

### **STAFF RECOMMENDATION**

Based on the information received and presented by the Applicant, staff recommends that the Plan Commission forward a positive recommendation of the requested Special Use and the Variances. Should the Plan Commission recommend approval to the City Council, then the following conditions shall be considered as part of the recommendation:

### **Conditions of Approval:**

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
  - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025
  - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025

2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.
6. All conditions made with this Ordinance shall be transferred to any new property owner.

**Attachments:**

Attachment A – Plan Commission Application and Plat of Survey  
Attachment B – Application Submittals and Drawings

**EXHIBIT A – AERIAL PHOTO OF SUBJECT PROPERTY LOCATION WITH ZONING DISTRICT**







**Application for Development**

For Office Use Only: **Case Number:**

**Project Name:** Redemption Hour Ministry

**Owner:** Henry O Amegatcher

**Correspondence To:** Alena Jotkus

**Street address:** [REDACTED]

**Street address:** [REDACTED]

**City, St., Zip:** [REDACTED]

**City, St., Zip:** [REDACTED]

**Phone:** [REDACTED]

**Phone:** [REDACTED]

**Email:** [REDACTED]

**Email:** [REDACTED]

**Property Address:**

**Property Information:**

**Street address:** 1800 Dearborn Street

**Lot Width:** \_\_\_\_\_

**City, St., Zip:** Crest Hill, IL 60403

**Lot Depth:** \_\_\_\_\_

**PIN:** 11-04-33-315-001-0000

**Total Area:** \_\_\_\_\_

**\*Submit an electronic version of the legal description only in a Word document to:**  
[buildingdepartment@cityofcresthill.com](mailto:buildingdepartment@cityofcresthill.com)

**Existing Zoning:** R

**Existing Land Use:** religious organization

**Requested Zoning:** \_\_\_\_\_

**Proposed Land Use:** religious organization

**Adjoining Properties Zoning and Uses:**

**North of Property:** \_\_\_\_\_

**South of Property:** \_\_\_\_\_

**East of Property:** \_\_\_\_\_

**West of Property:** \_\_\_\_\_

**Purpose Statement (intended use and approval sought):** \_\_\_\_\_

**Development Request:** Please check all that apply and describe:

☐ Rezoning: \_\_\_\_\_

☒ Special Use: to operate a church in the residential zoning district.

☒ Variance: parking, minimum setback, screening and landscaping, lighting, access

☐ Planned Unit Development: \_\_\_\_\_

☐ Annexation: \_\_\_\_\_

☐ Plat: \_\_\_\_\_

☐ Other: \_\_\_\_\_

**Contact Information** – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: N/A Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

☐ Contractor: N/A Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

☐ Architect: N/A Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

☐ Builder: N/A Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

Signature of the Applicant

Date

05/12/2025

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner

Date

## Diocese of Joliet



Blanchette Catholic Center  
16555 Weber Rd.  
Crest Hill, Illinois 60403  
[www.dioceseofjoliet.org](http://www.dioceseofjoliet.org)

May 13, 2025

City of Crest Hill  
Community Development Dept.  
20600 City Center Boulevard  
Crest Hill, IL 60403

Re: 1800 Dearborn Street  
Special Use and Variance Applications of Redemption Hour Ministry

To Whom It May Concern:

Please be advised that I am authorized by Bishop Ronald A. Hicks, Successor Trustee of the Roman Catholic Diocese of Joliet Trust, to sign any documents related to properties owned by the Diocese, including the above-referenced property. The Power of Attorney granted to me by Bishop Ronald A. [REDACTED]

The Diocese supports Redemption Hour Ministry, the purchaser of the above-referenced property, in its petition for a Special Use Permit and Variance(s) that have been presented to the Village of Crest Hill for approval.

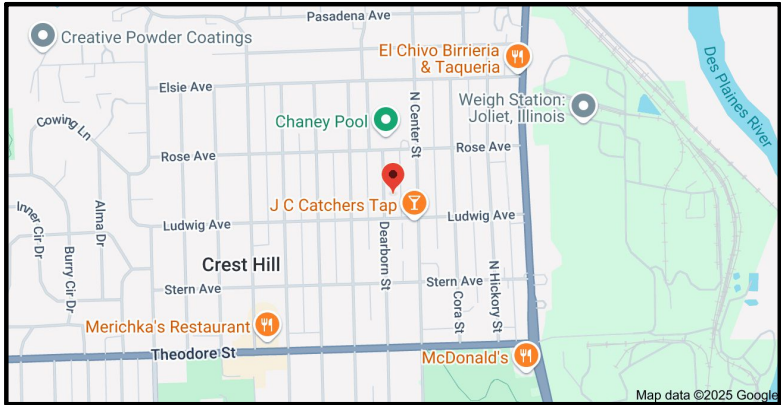
Please feel free to contact me if you need any additional information.

Very truly yours,

*/s/ Maureen A. Harton*

Maureen A. Harton  
Of Counsel  
[REDACTED]

# ALTA/NSPS Land Title Survey



VICINITY MAP

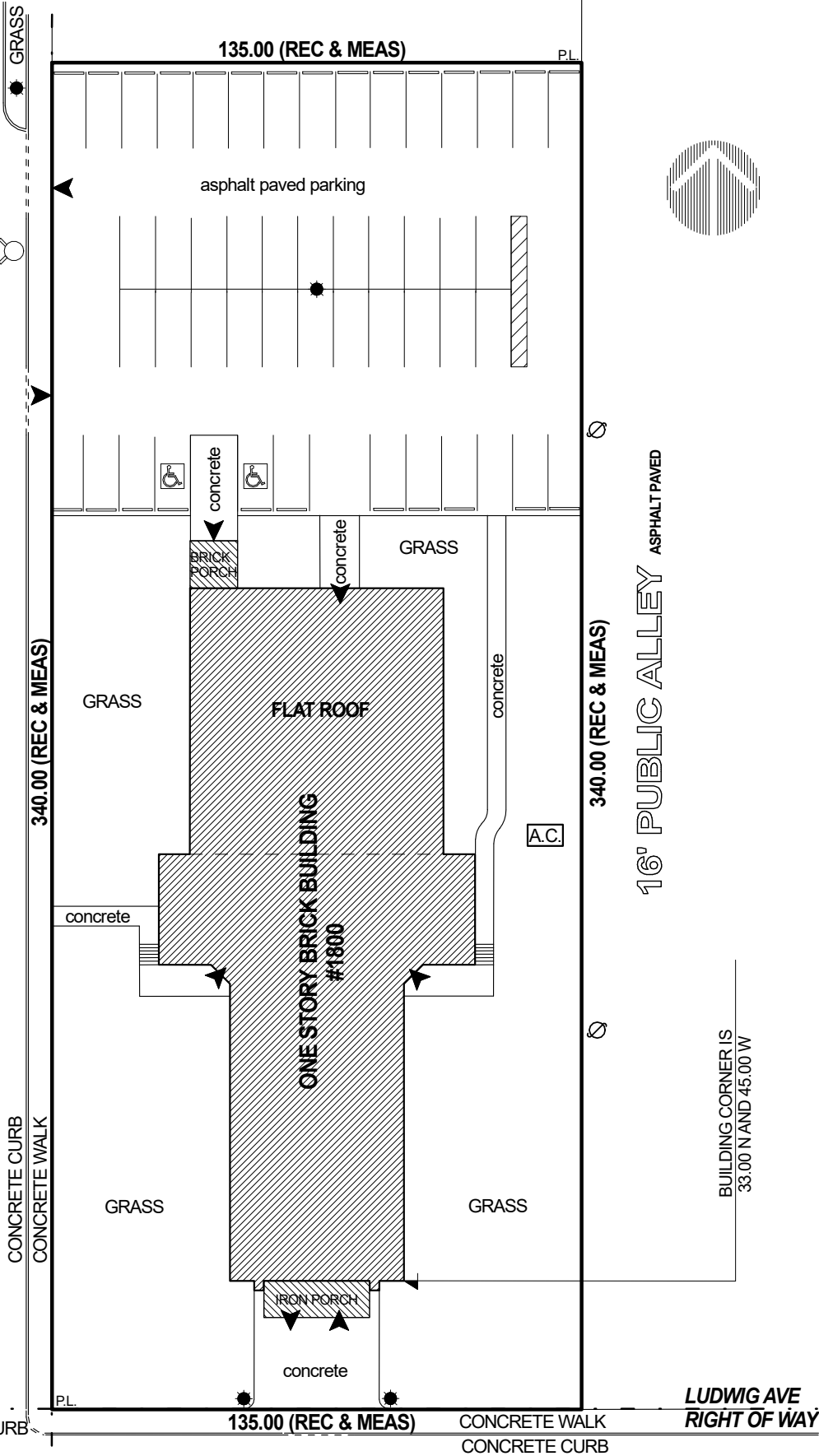
**ZONING CLASSIFICATION:**  
-PROPERTY AREA 45,900.00 sqft  
-BUILDING AREA 9,400.00 sqft  
-ZONING CODE R-1  
-MAIN BUILDING HEIGHT IS 28'

**LEGEND:**

- MAN HOLE
- CATCH BASIN
- CURB INLET
- GAS METER
- TV CABLE
- FIRE HYDRANT
- WATER VALVE
- WOOD POLE
- SPOT LIGHT
- LIGHT POLE
- COM-ED BOX
- HANDICAP PARKING
- WATER SPRINKLER
- EGREES AND INGRESS

B/C TO B/C -BACK OF CURB  
P.L. - PROPERTY LINE  
(REC & MEAS) -RECORDED AND MEASURED DIMENSION

DEARBORN STREET  
66.00 B/C TO B/C (REC)



LUDWIG AVENUE  
66.00 B/C TO B/C (REC)

- This survey was made in accordance with laws and/or Minimum Standards of the State of Illinois.
- The property described here on 1800 Dearborn St, Crest Hill, IL 60403 is the same as the property described in FIDELITY NATIONAL TITLE INSURANCE COMPANY No. WJ25002818 with an effective date of February 10, 2025, and that all easements, covenants and restrictions referenced in said title commitment or apparent from a physical inspection of the Property or otherwise known to me have been plotted hereon or otherwise noted as to their effect on the Property.
- All utilities serving the Property enter through adjoining public streets and/or easements of record.
- The Property is located within an area having a Zone Designation X by the Federal Emergency Management Agency (FEMA), on Flood Insurance Rate Map No. 17031C0515J, with a date of identification of September 26, 2024, in Will County, State of Illinois, which is the current Flood Insurance Rate Map for the community in which the Property is situated.
- Except as noted under "Observed Encroachments" hereon and plotted as [EN] on the survey, there are no encroachments onto adjoining premises.
- The Property has direct access to Dearborn St. as dedicated public street.
- The total number of striped parking spaces on the Property is 48.
- There is no building additions at the Property.
- There are no proposed changes in street right of way lines affecting the Property.
- There is no observed evidence of recent street or sidewalk construction or repairs affecting the Property.
- There is no observed evidence of use of the Property as a solid waste dump, sump or sanitary landfill.

**TO : FIDELITY NATIONAL TITLE INSURANCE COMPANY, Redemption Hour Ministry,Ronald A. Hicks, Sucessor Trustee, Bishop of the Roman Catholic Diocese of Joliet in the State of Illinois, as Trustee under the provisions of a certain Trust Agreement dated the 31st day of December, 1949, and known asRoman Catholic Diocese of Joliet Trust**

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS,JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS AND INCLUDES ITEMS 1, 2, 3, 4, 6(a) and (b), 7(a) 7(b), 8, 9, 10(a), 13, 16, 17and 18. TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON 2/25/2025

ORDER No. 202506

SCALE : 1" =40'

ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

CHICAGO, ILLINOIS 03/07/2025





Patrick Ainsworth  
 Community Development & Development Director  
 City of Crest Hill  
 20600 City Center Blvd.  
 Crest Hill, IL 60403  
 May 9, 2025

**Re: Project narrative for the property 1800 Dearborn St.**

Dear Mr. Ainsworth,  
 This letter is to detail the use of the existing facility for the Plan Commission Meeting.  
 The exterior and interior design intent of the Church Facility will not change.

Attached are the Existing floor plans for 1800 Dearborn St, Crest Hill, IL. Per City of Crest Hill R1-zoning requirements, Redemption Hour Ministry will maintain the use of space for religious activities.

**Total number of members – 70**

**Schedule of Actives:**

- Sunday Service: 10am – 12:30
- Tuesday Evening Bible Study – 7pm – 8:30pm (+/-20 members)
- Friday Prayer session 7:30pm – 9pm (+/- 10 members)
- Saturday Rehearsals (Choir, Ushers & Volunteer workers) – 9am (+/- 20 members)
- Departmental Leaders training – Monthly Event (8 members)
- Counseling – Tuesday through Saturday – (max 2 persons per hourly event session).

**Community Events :**

Redemption Hour Ministry acknowledges the former use of multi-purpose hall for voting purposes. The Ministry would maintain that relationship should the community wish to continue to use it for voting purposes.

The religious activities in which the need demands include:

- **Baby shower, baby naming ceremony and baby dedication.**  
 Baby showers and naming ceremonies are normally held at the respective parents' locations of choice. The multipurpose hall is a cost-effective place that church members can choose to use for such an event.  
 Redemption Hour Ministry is committed to dedicating the babies to God, should the parent decide to do so per Luke 2:22-46
- **Wedding receptions.**  
 The multipurpose hall is a cost-effective place that church members can use for wedding receptions should they choose to. No church member would be denied the use of the facility. Similarly, no church member is obligated to use the hall. Since most weddings are a spring through fall events, Redemption Hour Ministry can estimate 2 -3 max per year, due to the current marriage counseling duration of 10 weeks per couple.
- **Breakfast meetings**  
 Design to educate church members. Redemption Hour Ministry would continue to use this event to equip its members to become excellent members of the community. Events are average once a year.

- **Multiple events at facility.**

NO Multiple events will be held at the facility at the same time. The primary use of the church at 1800 Dearborn Street, Crest Hill IL is for church activities. All other events stated above are secondary and will be subjected to approval by the church board.

- **NO Alcohol shall be served on the church property.**

**Project Narrative:**

- *Part of the parking regulations (Section 11.8-5.a) talks about having parking spaces designated for any vehicles directly with the religious organization (e.g. a van that the religious organization owns). Please identify in the Project Narrative how many vehicles the religious organization owns and will be stationed on this parking lot.*

**RHM Response:** Redemption Hour Ministry does not own or have any church vehicles. No church vehicle will be stationed on the parking lot.

- *Please identify what is the anticipated number of members of the organization at time of full growth. What would be the anticipated timeframe of reaching that membership level?*

**RHM Response:** Redemption hour is looking at a 10-year anticipated growth timeline with multiple branches across Chicagoland. Church policy mandates home cell group meetings with anticipated growth. This facility or branch church will not exceed its current maximum seating capacity.

- *Are there any plans now or in the future to sub-lease the space to additional organizations*

**RHM Response:** No. There are no plans now or in the future to sublease the space to other organizations.

- *When the facilities are being used for receptions, parties or other gatherings, what are the anticipated hours of those events? Will there be hour limitations for such events?*

**RHM Response:** Receptions, parties or other gatherings are generally going to be on Weekends. Possible Programs are 10:00am -2:00pm or 4pm -10pm. There will be hour limitations for all events.

- *Please provide more information as to if there will be any events taking place outside of the building. If so, what is the frequency and type of events that will be taking place.*

**RHM Response:** No events will take place outside the building. Community awareness program such as Mental health awareness will be done in the multipurpose hall. Such programs are quarterly or maximum 4 times a year.

**SUPPLEMENT TO PROJECT NARRATIVE**

**Property Address:** 1800 Dearborn Street, Crest Hill, IL 60403

**Applicant:** Redemption Hour Ministry

**Purpose:** Special Use Permit and Variances

**Date:** May 23, 2025

**Section 12.7-6 – STANDARDS FOR SPECIAL USE**

**1. Public Convenience**

Redemption Hour Ministry will serve as a spiritual, counseling, and community resource. With services on weekends and limited gatherings during the week, it offers low-impact yet meaningful programming to area residents.

**2. Compatible Use**

The church use has long existed at this site, and reauthorization via Special Use ensures it aligns with current planning standards. No commercial activity, amplified outdoor events, or alcohol use is proposed.



**3. Harmonious Development**

No changes are proposed to the building exterior or site layout. Continued operation in a historically similar manner will not disrupt neighborhood aesthetics or operations.

**4. Infrastructure Capacity**

The property is already served by appropriate utility connections. No additional infrastructure demand is anticipated. Parking and access patterns are well-established.

**5. Traffic and Access**

Traffic generated by the ministry is minimal and occurs outside peak travel times. The 50-space lot accommodates attendees, and services are staggered to avoid congestion.

**6. Nuisance Control**

All activities occur indoors and end by evening. No alcohol is permitted. Noise, waste, and light levels are kept minimal and consistent with residential expectations.

**7. Compliance with Regulations**

All applicable zoning and municipal regulations will be followed except those explicitly requested to be varied. The applicant is committed to working with the City to ensure compliance.

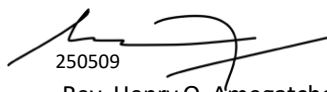
**CONCLUSION**

Redemption Hour Ministry respectfully requests approval of:

- A **Special Use Permit** to operate a religious facility in the R-1 zoning district; and
- **Variances** related to parking, setbacks, screening, lighting, and access to accommodate the existing non-conforming site layout.

These approvals will ensure lawful, uninterrupted operation of a long-standing community-serving use without the need for infeasible redevelopment.

Yours in His Service,



250509

Rev. Henry O. Amegatcher, Lead Pastor  
Redemption Hour Ministry.

**SUPPLEMENT TO PROJECT NARRATIVE**

**Property Address:** 1800 Dearborn Street, Crest Hill, IL 60403

**Applicant:** Redemption Hour Ministry

**Purpose:** Special Use Permit and Variances

**Date:** May 23, 2025

**Section 12.6-2 – STANDARDS FOR VARIATIONS****1. Hardship or Practical Difficulty**

Strict compliance with the current zoning ordinance would require significant demolition, reconstruction, and capital expenditure to expand parking, reconfigure access, and install landscaping and lighting features that are not feasible on this developed, constrained lot. These requirements would impose substantial hardship without a corresponding benefit to the public.

**2. Unique Conditions**

The building and parking lot were designed and constructed before current zoning standards. The irregular shape, narrow lot lines, and existing layout make strict compliance with modern zoning impractical without significant disruption and financial burden.

**3. Not Self-Imposed**

The conditions requiring variances are pre-existing and were not created by the current owner. These are inherited from the prior church use and conform to historical use patterns of the property.

**4. No Special Privilege**

The relief sought is consistent with the use of the building as a place of worship and does not seek commercial gain. Granting these variances does not provide a privilege not equally available to other similarly situated properties with historic development constraints.

**5. Minimum Necessary**

All requested variances are the minimum adjustments necessary to allow for continued operation. No expansion or intensification of use is proposed, and all variances relate to maintaining existing site conditions.

**6. Not Detrimental**

The site has operated safely in its current configuration for years. No negative impacts to neighbors or public infrastructure have been reported. Continued use in this form poses no threat to health, safety, or welfare.

**7. Spirit and Intent**

The requested relief supports the spirit of the zoning ordinance by allowing continued community-serving use without encouraging overdevelopment. The proposed operation will preserve the character of the neighborhood and enhance spiritual and communal life.



## **Section 12.7-6 – STANDARDS FOR SPECIAL USE**

### **1. Public Convenience**

Redemption Hour Ministry will serve as a spiritual, counseling, and community resource. With services on weekends and limited gatherings during the week, it offers low-impact yet meaningful programming to area residents.

### **2. Compatible Use**

The church use has long existed at this site, and reauthorization via Special Use ensures it aligns with current planning standards. No commercial activity, amplified outdoor events, or alcohol use is proposed.

### **3. Harmonious Development**

No changes are proposed to the building exterior or site layout. Continued operation in a historically similar manner will not disrupt neighborhood aesthetics or operations.

### **4. Infrastructure Capacity**

The property is already served by appropriate utility connections. No additional infrastructure demand is anticipated. Parking and access patterns are well-established.

### **5. Traffic and Access**

Traffic generated by the ministry is minimal and occurs outside peak travel times. The 50-space lot accommodates attendees, and services are staggered to avoid congestion.

### **6. Nuisance Control**

All activities occur indoors and end by evening. No alcohol is permitted. Noise, waste, and light levels are kept minimal and consistent with residential expectations.

### **7. Compliance with Regulations**

All applicable zoning and municipal regulations will be followed except those explicitly requested to be varied. The applicant is committed to working with the City to ensure compliance.

## **CONCLUSION**

Redemption Hour Ministry respectfully requests approval of:

- **A Special Use Permit** to operate a religious facility in the R-1 zoning district; and
- **Variances** related to parking, setbacks, screening, and access to accommodate the existing non-conforming site layout.

These approvals will ensure lawful, uninterrupted operation of a long-standing community-serving use without the need for infeasible redevelopment.

MEMORANDUM TO: Henry O. Amegatcher  
Redemption Hour Ministry

FROM: Michael Mendoza Riveros  
Consultant

Luay R. Aboona, P.E., PTOE  
Principal

DATE: May 2, 2025

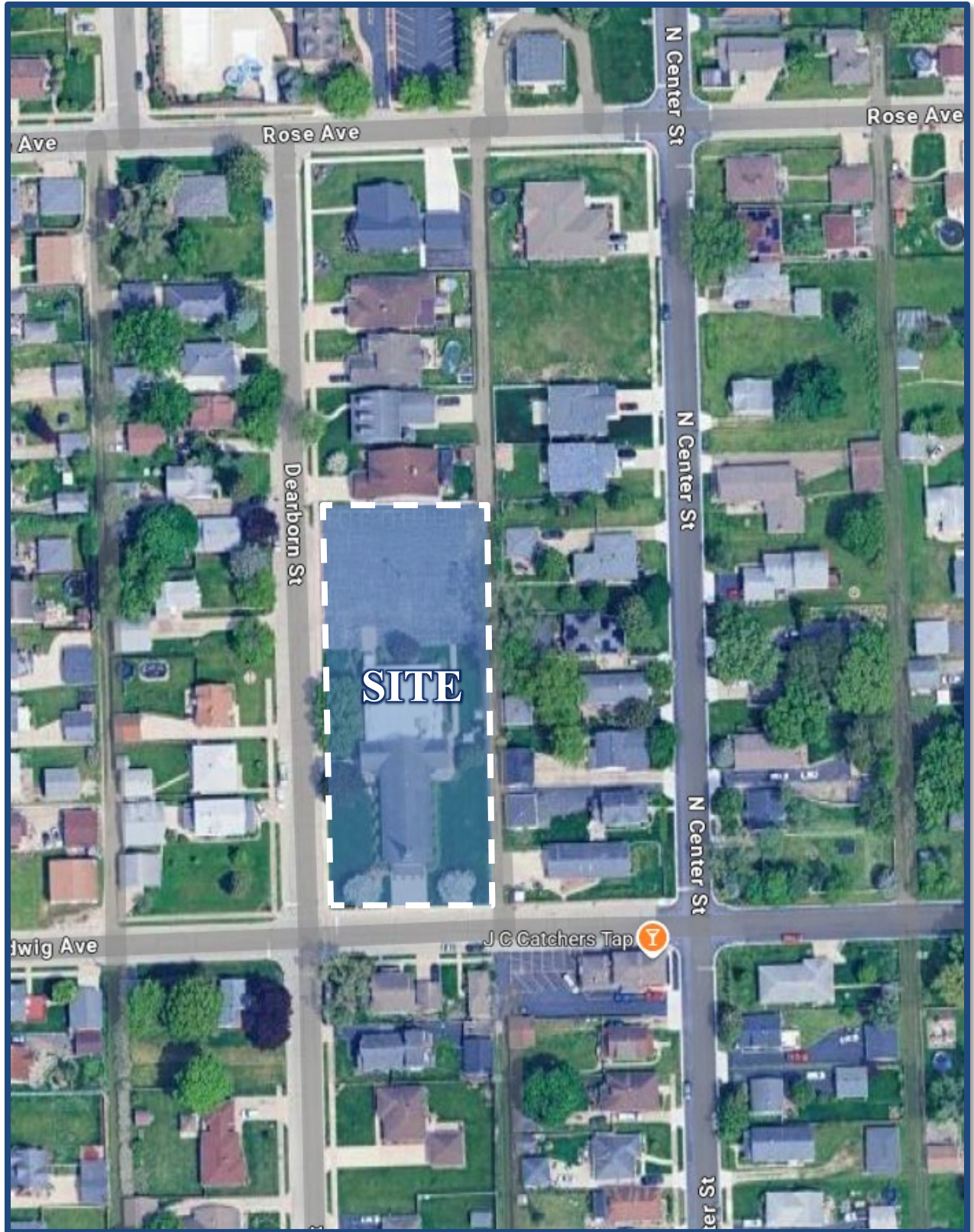
SUBJECT: Traffic and Parking Impact Statement  
Proposed Church  
Crest Hill, Illinois

This memorandum summarizes the results and findings of a Traffic and Parking Impact Statement prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for a proposed church to be located at 1800 Dearborn Street in Crest Hill, Illinois. The plans call for reuse of the existing church building by Redemption Hour Ministries with services for the 70 members occurring on Sundays at 8:00 A.M. and 12:30 P.M. A parking lot providing approximately 50 spaces is provided with access off Dearborn Street. **Figure 1** shows an aerial view of the existing site. A copy of the site plan is located in the Appendix.

The purpose of this memorandum is to summarize the existing roadway conditions, estimate the volume of traffic that will be generated by the church, and review the access system and adequacy of the parking supply.

### Existing Roadway Characteristics

*Ludwig Avenue* is an east-west, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Dearborn Street, Ludwig Avenue provides a shared left-turn/through/right-turn lane on both approaches. At its unsignalized intersection with Center Street, Ludwig Avenue provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. Ludwig Avenue is under the Jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.



Aerial View of Site

Figure 1

*Dearborn Street* is a north-south local roadway that provides one travel lane in each direction. At its unsignalized intersection with Ludwig Avenue, Dearborn Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Rose Avenue, Dearborn Street provides a shared left-turn/right-turn lane on the northbound approach that operates under stop sign control. Dearborn Street is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

*Center Street* is a north-south, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Ludwig Avenue, Center Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Rose Avenue, Center Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. Center Street is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

*Rose Avenue* is an east-west, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Center Street, Rose Avenue provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Dearborn Street, Rose Avenue provides a shared through/right-turn lane on the eastbound approach that operates under stop sign control while the westbound approach provides a shared left-turn/through lane. Rose Avenue is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

### Schedule of Events and Projected Attendance

Below is a summary of the scheduled weekly and monthly activities, along with projected attendance for each event:

- Sunday Service is held weekly from 10:00 A.M. to 12:30 P.M., with full attendance anticipated at approximately 70 members.
- Tuesday Evening Bible Study takes place every Tuesday from 7:00 P.M. to 8:30 P.M., with an expected attendance of approximately 20 members.
- Friday Prayer Session occurs each Friday from 7:30 P.M. to 9:00 P.M., with an expected attendance of approximately 10 members.
- Saturday Rehearsals (choir, ushers and volunteer workers) are held weekly at 9:00 A.M., with an estimated attendance of 20 participants.
- Departmental Leaders Training is conducted once per month with an expected attendance of approximately eight members.
- Counseling Sessions are from Tuesday through Saturday, with a maximum of two individuals per hourly session.
- Community and Religious Events, such as baby naming ceremonies, wedding receptions, and breakfast meetings, are held occasionally on an as-needed basis. Attendance for these events varies depending on the nature and scope of the event.



All events are staggered throughout the week with minimal overlap and will occur outside the peak hours, supporting manageable traffic flow and ensuring sufficient on-site parking capacity during peak and non-peak periods.

## Peak Hour Traffic Volumes

As discussed above, the church currently has a total of 70 members. The volume of peak hour trips estimated to be generated by the proposed church was based on “Church” (Land-Use Code 560) vehicle trip generation rates contained in *Trip Generation Manual*, 11<sup>th</sup> Edition, published by the Institute of Transportation Engineers (ITE).

Based on ITE rates for a church with approximately 70 attendees, it is anticipated that a total of six trips would be generated during the weekday morning peak hour and a total of 37 trips during the Sunday midday peak hour. No data is provided by ITE for the weekday evening peak hour. However, based on ITE rates for an 8,800 square-foot church, it is anticipated that a total of three trips would be generated during the weekday morning peak hour, a total of four trips during the weekday evening peak hour, and a total of 91 trips during the Sunday midday peak hour. Finally, for a church with a capacity of approximately 250 seats, it is estimated that a total of 18 trips would be generated during the weekday morning, 25 trips during the weekday evening, and 111 trips during the Sunday midday peak hours.

**Table 1** summarizes a comparison of the vehicle trips anticipated to be generated by the church during the peak hours.

This low volume of traffic that will be generated, especially on weekdays, will not have a detrimental impact on the adjacent roadways or intersections. The proposed church is a reuse of an existing church building and, as such, trip generation characteristics will be similar to the previous use.

Table 1  
TRIP GENERATION COMPARISON

ITE Land-Use Code	Type/Size	Weekday Morning Peak Hour			Weekday Evening Peak Hour			Sunday Midday Peak Hour		
		In	Out	Total	In	Out	Total	In	Out	Total
560	Church (70 attendees)	3	3	6	--	--	--	19	18	37
560	Church (8,800 Sq. Ft.)	2	1	3	2	2	4	44	47	91
560	Church (250 seats)	11	7	18	11	14	25	54	57	111

## Site Access

Access to the church will be provided via two existing full-movement access drives off Dearborn Street with one located approximately 255 feet north of Ludwig Avenue and the other one located approximately 310 feet north of Ludwig Avenue. The existing access drives provide one inbound lane and one outbound lane.

## Parking Evaluation

The City of Crest Hill Zoning Ordinance requires one parking space for every four seats in the main auditorium as well as adequate spaces for all vehicles associated with the institution for uses such as churches, schools, colleges, etc. The existing building has an occupancy of 250 seats. This translates into a parking requirement of approximately 63 spaces. With 50 parking spaces provided, there will be a deficit of 13 parking spaces.

Based on the Institute of Transportation Engineers (ITE) *Parking Generation Manual*, 6<sup>th</sup> edition, the parking requirement for Land-Use Code 560 (Church) are as follows:

- 0.54 parking space per attendee, which translates to a parking demand of 40 spaces for the projected 70 attendees.
- 13.9 parking spaces per 1,000 square feet of building area, which translates into a parking demand of 123 parking spaces.

Given that the site provides approximately 50 spaces, the ITE calculated demand will result in a surplus of 10 spaces based on the number of attendees and a deficit of 38 spaces based on the building size.

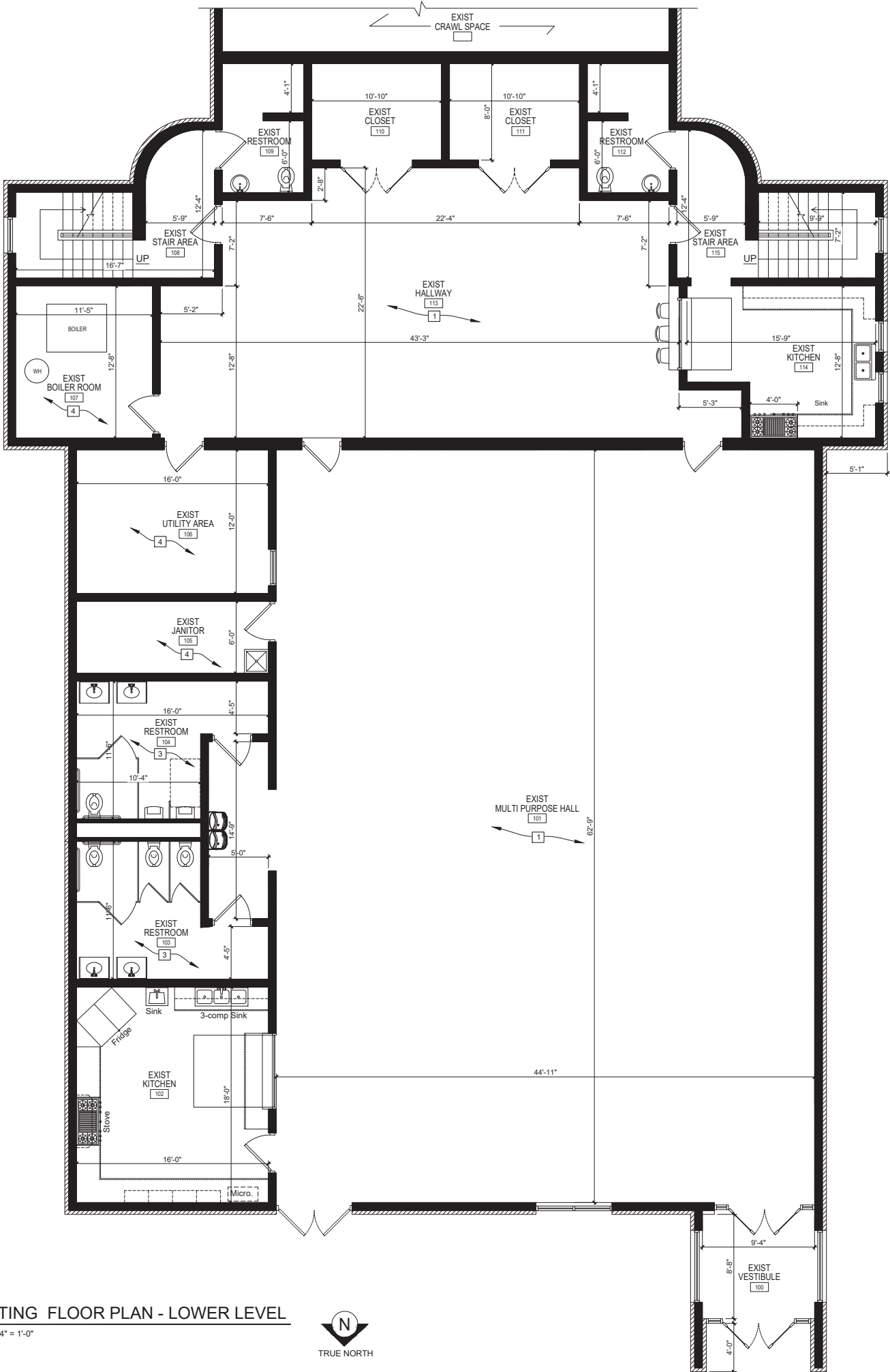
It should be noted that in the event additional parking will be required beyond the 50 spaces provided on site, the roadways adjacent to the site can accommodate approximately 70 spaces. These additional spaces can more than adequately accommodate the overflow in parking demand should it occur on Sundays.

## Conclusion

Based on the proposed plan and the preceding evaluation, the following is concluded:

- The traffic that will be generated by the proposed church will be low and will be consistent with the previous church use during the morning and weekday evening peak hours.
- Access to the church will be provided via two existing full-movement access drives off Dearborn Street, which will be adequate to accommodate the projected traffic.
- The proposed parking lot with 50 spaces should be adequate in meeting the projected demand based on ITE parking ratios for the number of attendees.
- Should additional parking be required, the overflow can be accommodated by the available on-street parking adjacent to the church.

# Appendix



1 EXISTING FLOOR PLAN - LOWER LEVEL  
SCALE: 1/4" = 1'-0"

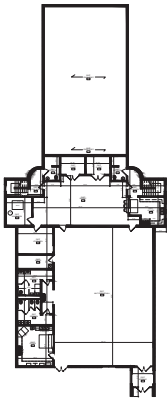


KEY NOTES - EXISTING FLOOR PLAN:

- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2 EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



2 KEY PLAN - LOWER LEVEL  
SCALE: N.T.S

Do Not Scale Drawings. Use Given Dimensions. Report Any Discrepancies Of Dimensions To The Architect Or Construction Superintendent Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH  
1800 DEARBORN ST.  
CRESTHILL, IL 60403

FORMER PROPERTY FOR:

DATE

REVISIONS

PROPOSED NEW PROPERTY FOR:

Redemption  
Hour Ministry

TITLE:  
EXISTING FLOOR PLAN

DRAWN BY:

HA

SCALE:

As Shown

CHECKED BY:

DATE:

3.15.2025

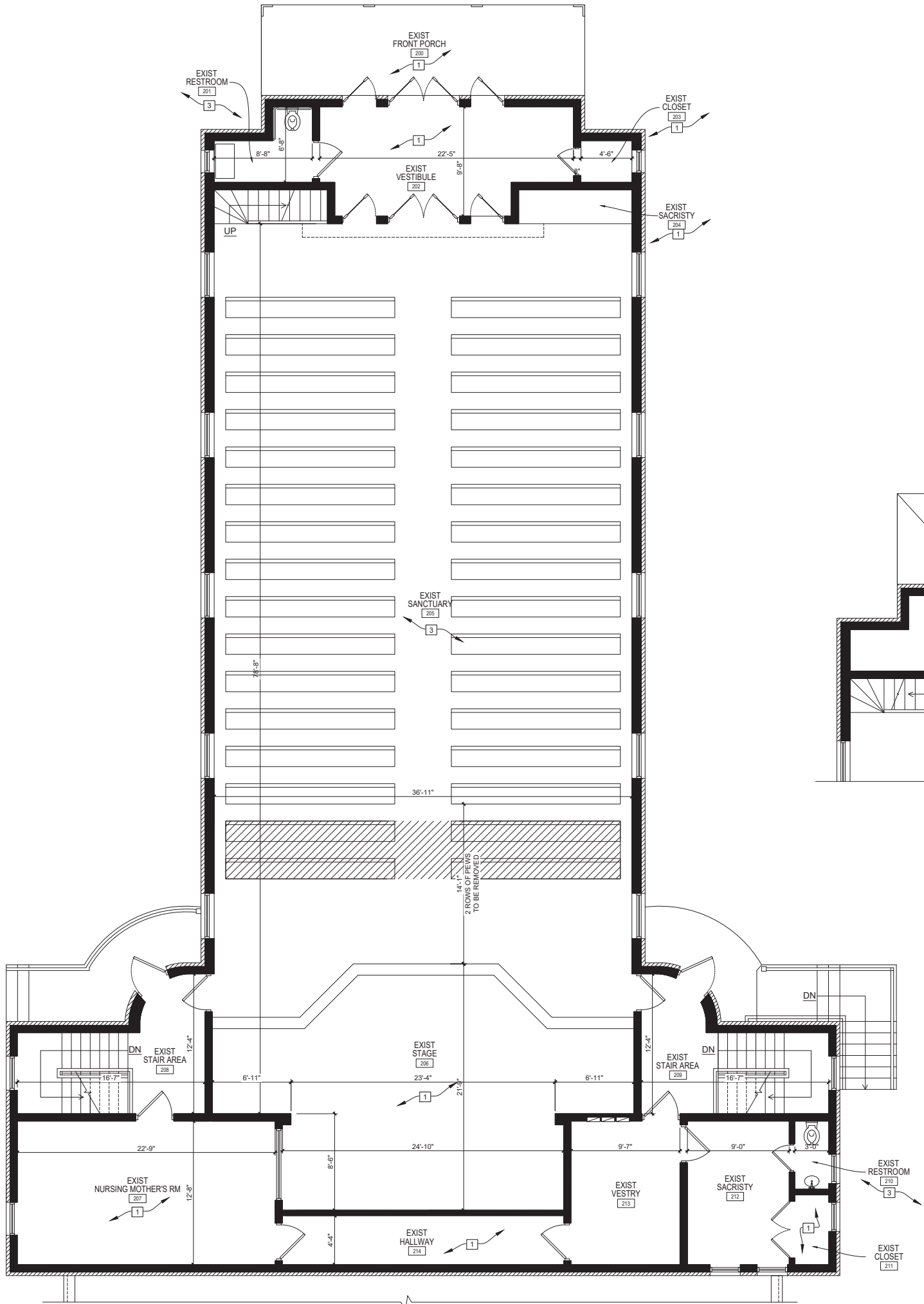
JOB NO:

C25 - 03

SHEET #

A1.0



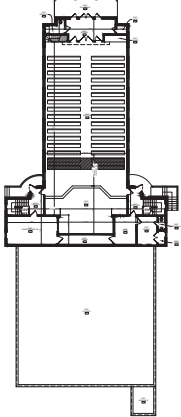


KEY NOTES - EXISTING FLOOR PLAN:

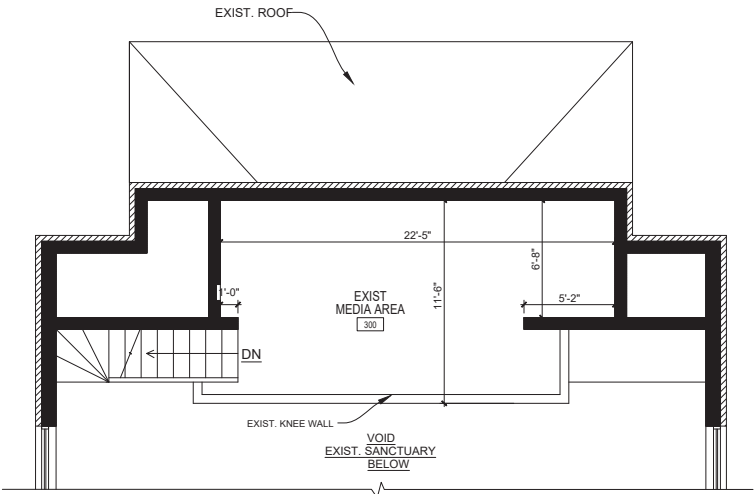
- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
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- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



3 KEY PLAN - UPPER LEVEL  
SCALE: N.T.S



2 EXISTING MEDIA AREA - MEZZANINE LEVEL  
SCALE: 1/4" = 1'-0"

1 EXISTING FLOOR PLAN - UPPER LEVEL  
SCALE: 1/4" = 1'-0"

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Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH  
1800 DEARBORN ST.  
CRESTHILL, IL 60403

FORMER PROPERTY FOR:

PROPOSED NEW PROPERTY FOR:

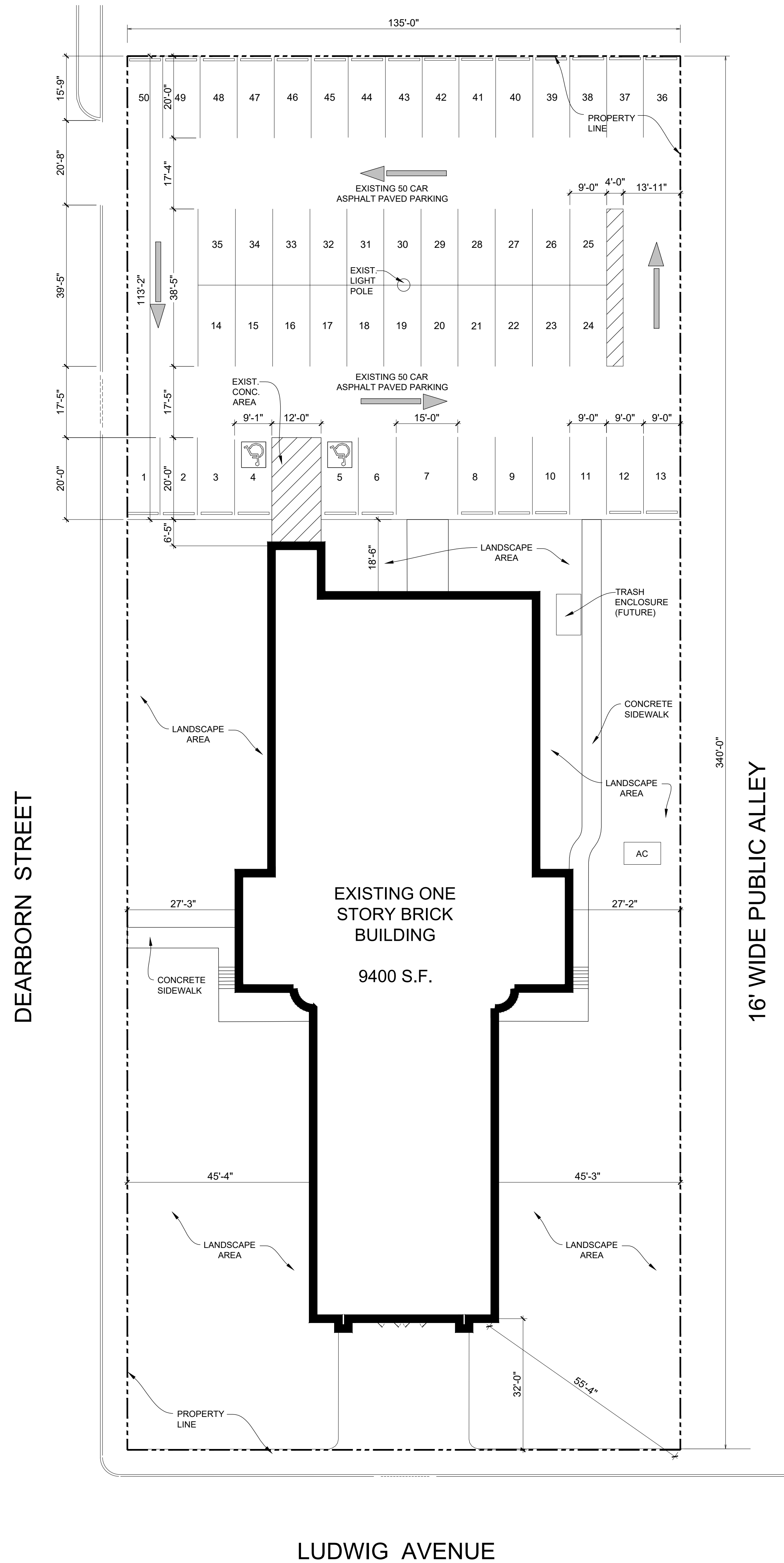
Redemption  
Hour Ministry

TITLE:  
EXISTING FLOOR PLAN

DRAWN BY: HA  
CHECKED BY: DATE: 3.15.2025

JOB NO: C25 - 03

SHEET #  
A1.1



1 EXISTING SITE PLAN - LOWER LEVEL  
SCALE: 1/16" = 1'-0"



### ZONING ORDINANCE AND CITY CODE PROVISIONS

Required and Potentially Required Variations from Zoning Ordinance and City Code Provisions

#### 1800 Dearborn Street Zoning and City Code Review

1.) **Zoning Bulk Regulations** - Following standards and requirements of Table 1 Zoning Districts and Standards: Residential District (The property is zoned R-1), we will need the site plan/drawings updated to include the following dimensions and an analysis chart providing the items listed below

- 30' front yard set back required - 32 feet provided
- 10' side yard building setback required. 27 feet provided.
- 20' corner side yard building setback required 55 feet provided
- 30' rear yard building setback required. 113 ft provided.
- 50% maximum lot coverage allowed. It is unclear what lot coverage is being proposed. Applicant to provide additional detailed proposed lot coverage calculations

**LOT COVERAGE IS 26,510 SF (EXIST. BUILDING + PARKING + SIDEWALK AND ANY OTHER IMPERVIOUS COVERAGE IMPROVED ON SUBJECT PARCEL) / 45,900 SF (EXIST LOT) = +/- 58 %**

**Building - 9400 SF**

**Parking Lot - 15,275 SF**

**Sidewalks + impervious coverage - 1835 SF**

**TOTAL LOT COVERAGE - 26,510 SF / 45,900 = +/- 58%**

2.) **Off Street Parking Space Regulation** 55 parking spaces (9' x 18.5' if 90 degree) are required per Section 11.8. based on 28 pews with a length of 13'. Please verify and insert the number of parking spaces provided as this will be a required variation.

**SEE EXISTING SITE PLAN**

#### 3.) Parking lot regulations

- Applicant will need to dimension the parking spaces and the drive aisles and compare the measurements to the chart for 90 degree parking spaces found within this Zoning Ordinance section.

**SEE EXISTING SITE PLAN**

- Per 11.5-2, a five foot landscape buffer is required from edge of spaces to abutting property lines when parking is in the side and rear yards. There should be some indication on the drawings that this setback is zero feet.

**SEE EXISTING SITE PLAN**

4.) **Dumpster Enclosure:** Applicant must provide additional information as to where the trash bins will be stored and how they will be screened from the public right-of-way.

**SEE EXISTING SITE PLAN**

5.) **City Code Curb Cut Regulation** - The maximum curb cut width as cited in the City Code Section 15.04.040(H)(8) is 30'. Provide dimensions of the curb cut(s) at the property line or provide the dimension in an analysis chart shown on the drawings.

**PARKING HAS SINGLE ENTRY AND SINGLE EXIT**

6.) **City Code Live Planting Count Requirement** - Section 15.04.040 also requires one live planting for every 725 square feet of land area. Since the lot is 45,900 square feet, that yields a requirement for 63 live plantings. Please provide a figure on the updated drawings as to how many live plantings are provided on the current property.

**EXISTING FACILITY HAS 162 LIVE PLANTING**

FORMER PROPERTY FOR:

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1800 DEARBORN ST.  
CRESTHILL, IL 60403

DATE	REVISIONS

PROPOSED NEW PROPERTY FOR:  
**Redemption  
Hour Ministry**

TITLE:  
EXISTING SITE PLAN

DRAWN BY:  
HA

SCALE:  
As Shown

CHECKED BY:

DATE:  
3.15.2025

JOB NO:  
C25 - 03

SHEET #  
**A0.5**



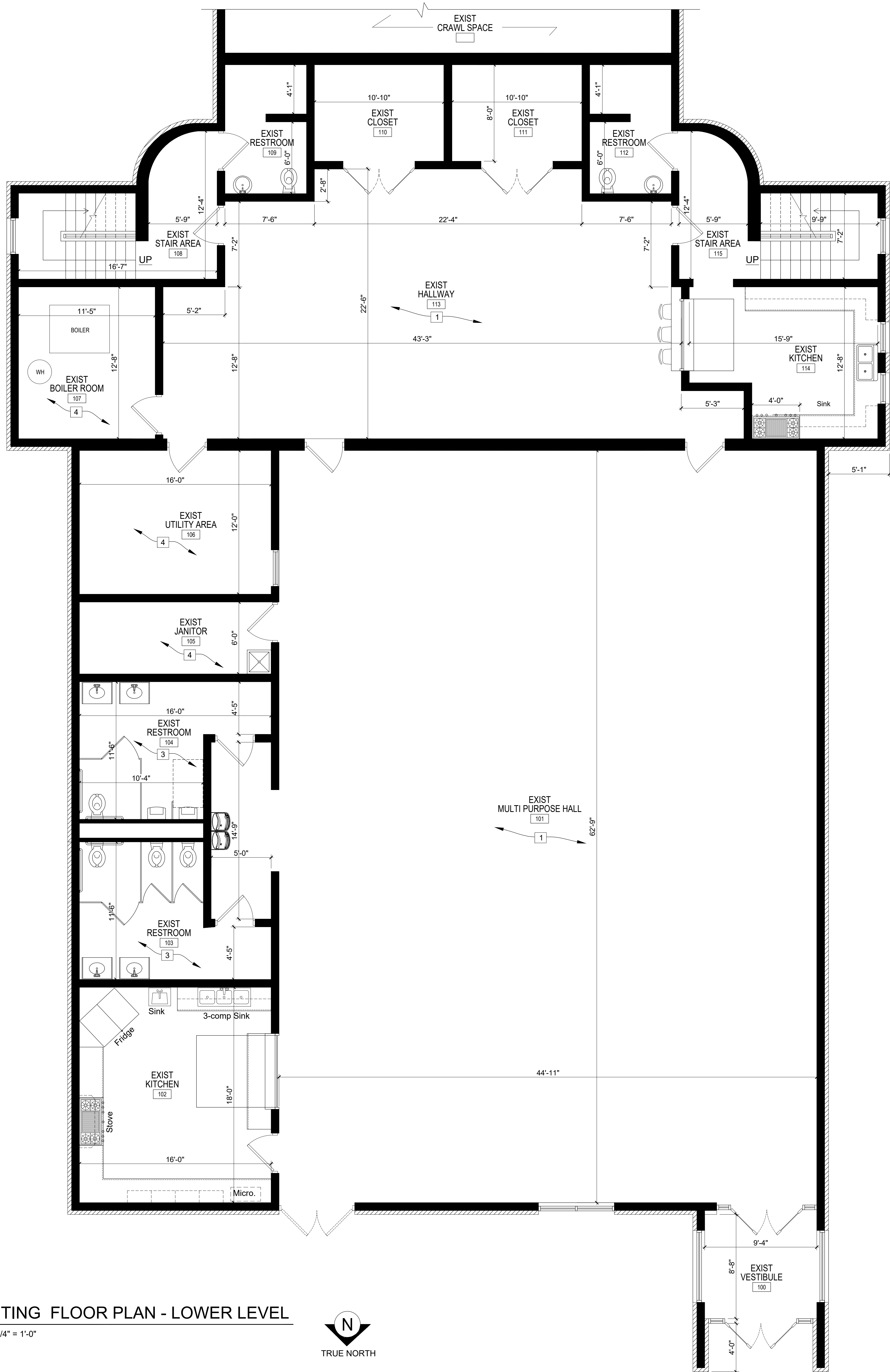
FORMER PROPERTY FOR:

ST. ANNE CATHOLIC CHURCH  
1800 DEARBORN ST.  
CRESTHILL, IL 60403

DATE	REVISIONS

# CS-1

1 EXISTING FLOOR PLAN - LOWER LEVEL  
SCALE: 1/4" = 1'-0"

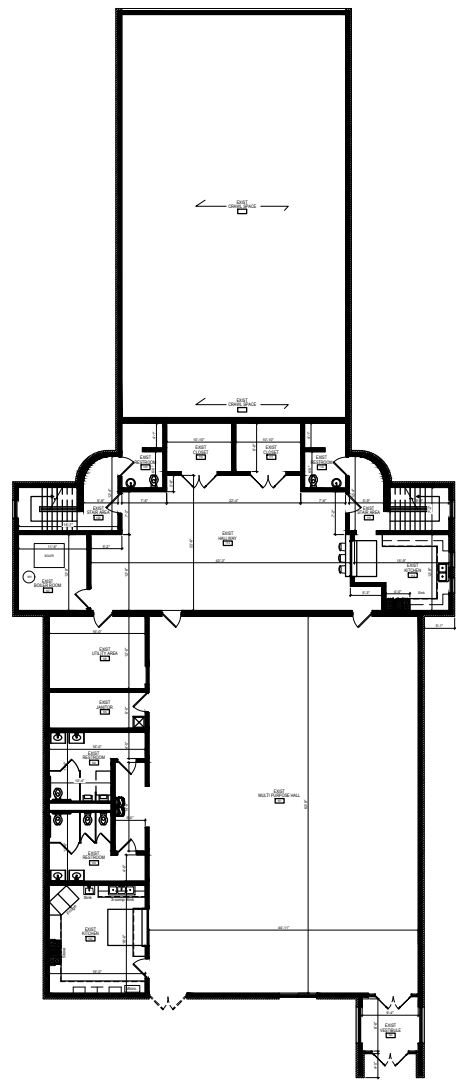


KEY NOTES - EXISTING FLOOR PLAN:

- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
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- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



2 KEY PLAN - LOWER LEVEL  
SCALE: N.T.S

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Before Proceeding With Work.

FORMER PROPERTY FOR:

PROPOSED NEW PROPERTY FOR:  
Redemption  
Hour Ministry

TITLE:  
EXISTING FLOOR PLAN

DRAWN BY:  
HA

SCALE:  
As Shown

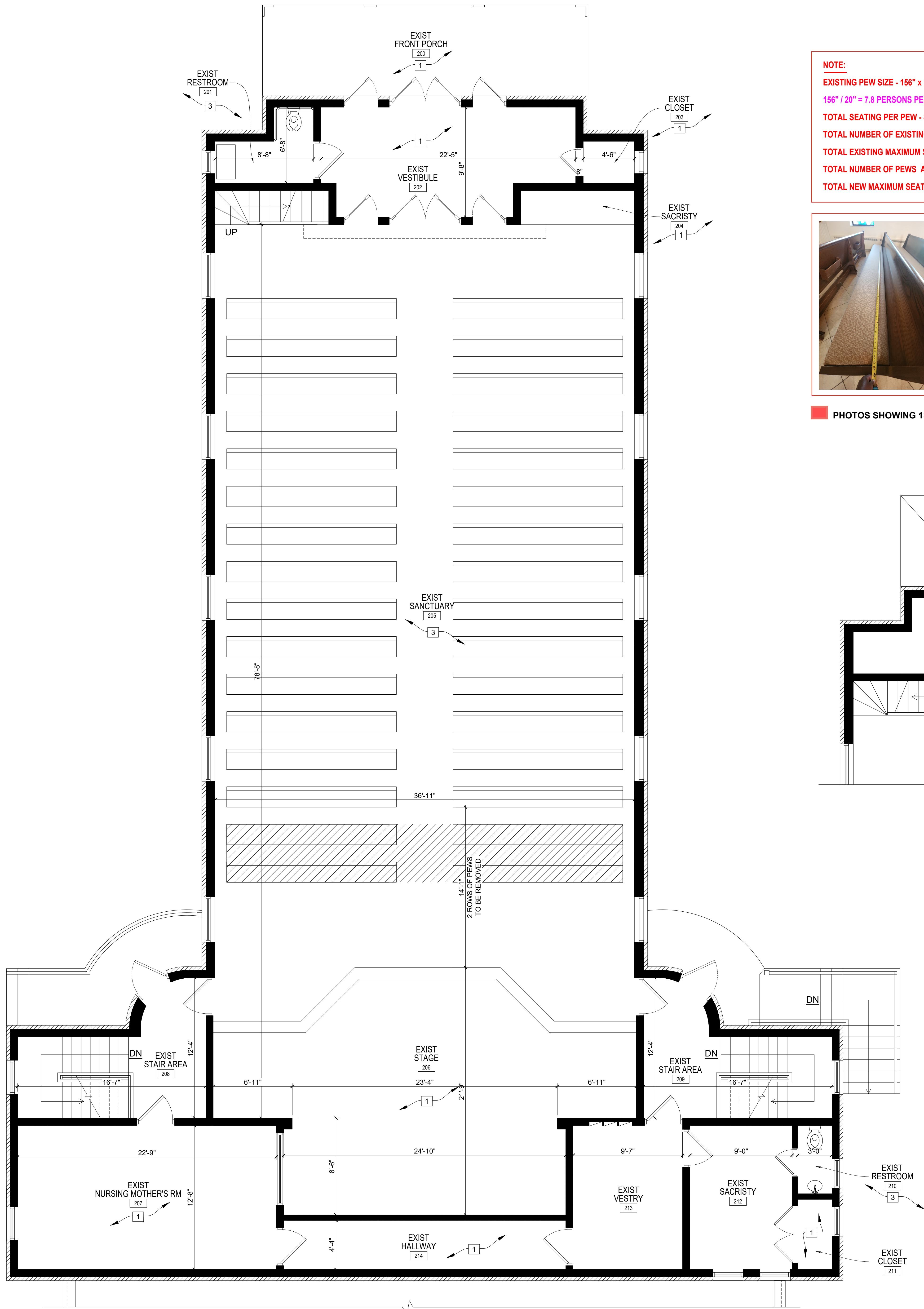
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DATE:  
3.15.2025

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A1.0





**NOTE:**  
EXISTING PEW SIZE - 156" x 16" (13'-0" x 1'-4")  
156" / 20" = 7.8 PERSONS PER PEW.  
TOTAL SEATING PER PEW - 8 PERSONS  
TOTAL NUMBER OF EXISTING PEWS - 32  
TOTAL EXISTING MAXIMUM SEATING CAPACITY - 256  
TOTAL NUMBER OF PEWS AFTER REMOVAL OF 4 PEWS - 28.  
TOTAL NEW MAXIMUM SEATING CAPACITY AFTER REMOVAL OF 4 PEWS - 224



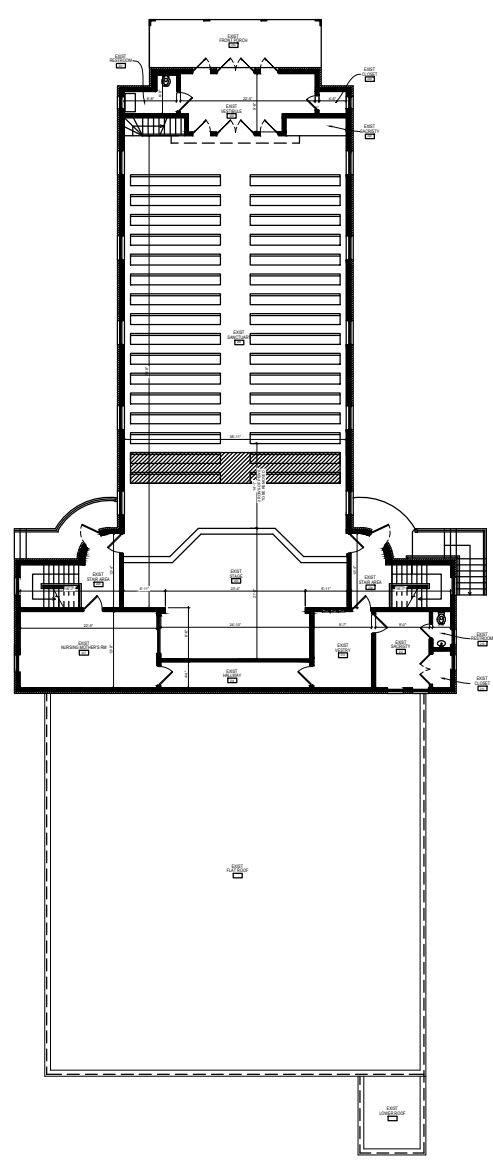
PHOTOS SHOWING 13'-0" X 1'-4" EXISTING PEW

**KEY NOTES - EXISTING FLOOR PLAN:**

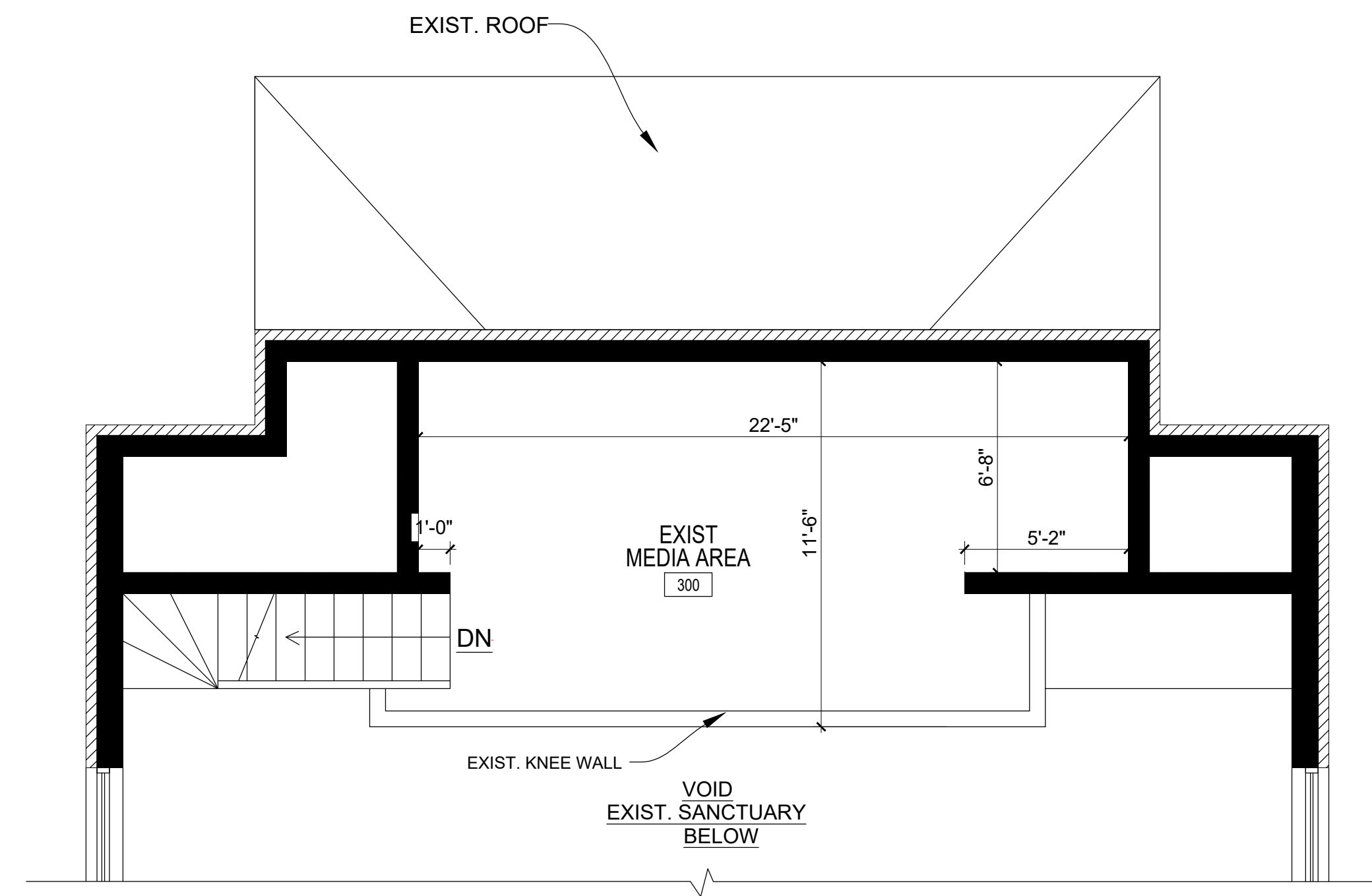
- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
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**NOTE:**

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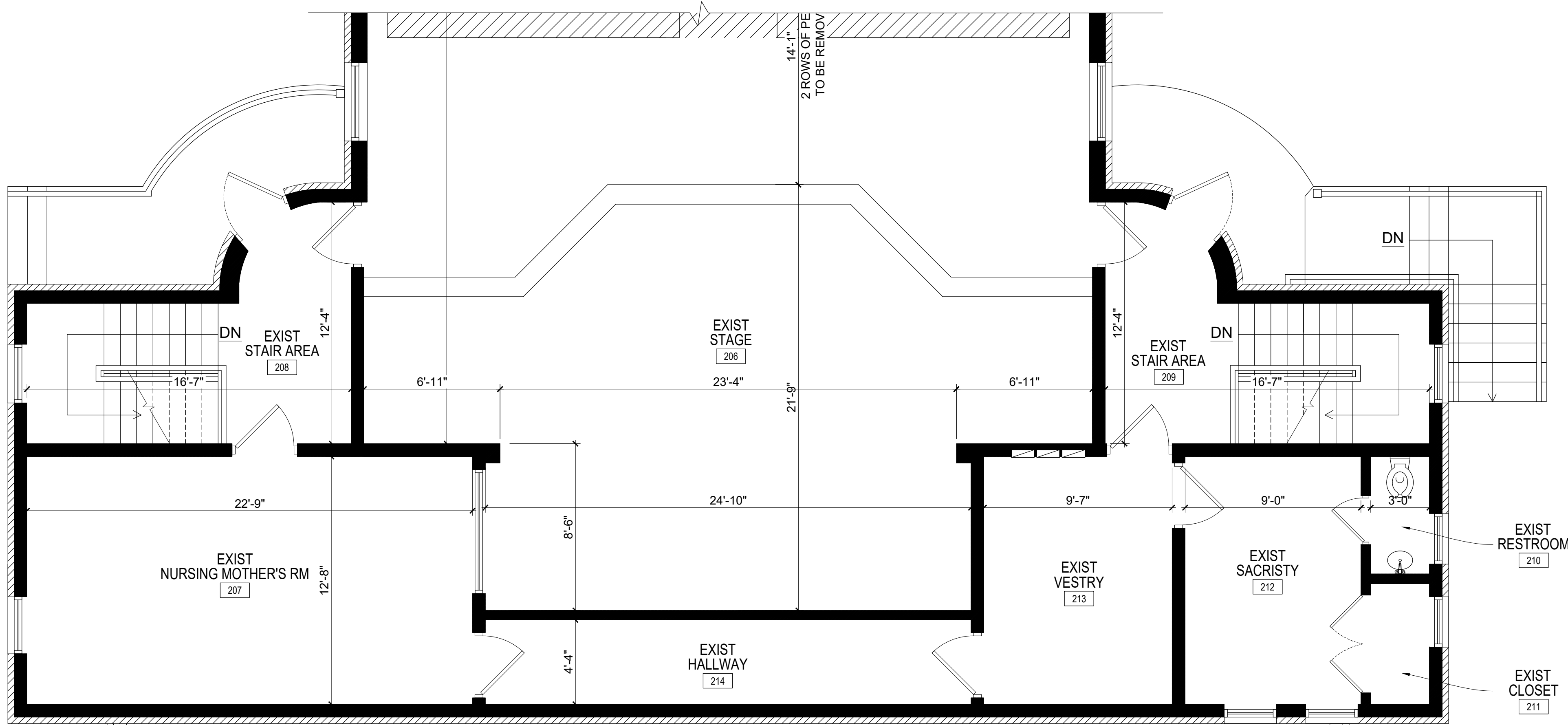


**3 KEY PLAN - UPPER LEVEL**  
SCALE: N.T.S



**2 EXISTING MEDIA AREA - MEZZANINE LEVEL**  
SCALE: 1/4" = 1'-0" TRUE NORTH

**1 EXISTING FLOOR PLAN - UPPER LEVEL**  
SCALE: 1/4" = 1'-0" TRUE NORTH

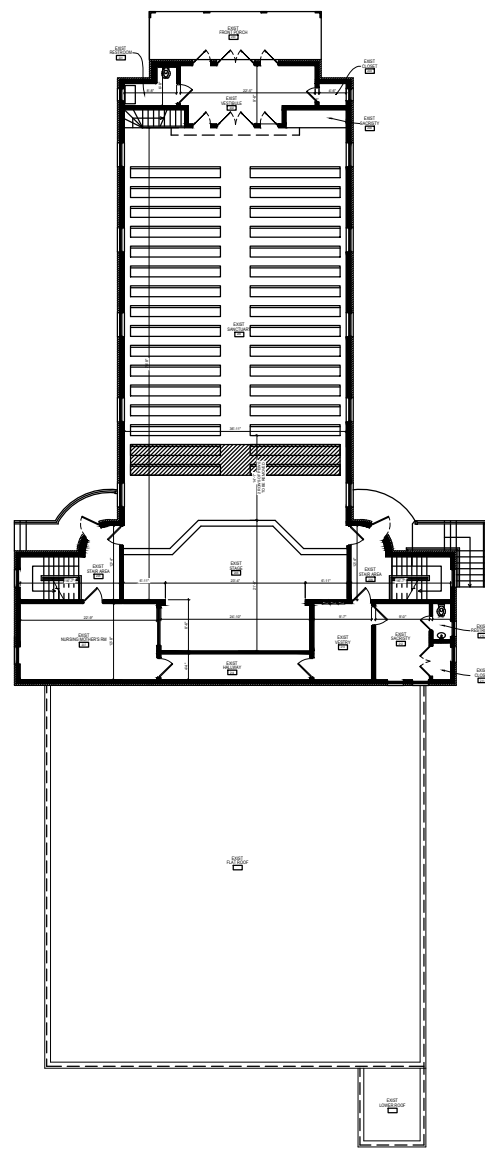


KEY NOTES - EXISTING FLOOR PLAN:

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NOTE:

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2 KEY PLAN UPPER/ROOF LEVEL  
SCALE: N.T.S

1 EXISTING PARTIAL ROOF PLAN  
SCALE: 1/4" = 1'-0"



EXIST  
LOWER ROOF

Do Not Scale Drawings. Use Given Dimensions.  
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Item 3.

FORMER PROPERTY FOR:

ST. ANNE CATHOLIC CHURCH  
1800 DEARBORN ST.  
CRESTHILL, IL 60403

PROPOSED NEW PROPERTY FOR:

Redemption  
Hour Ministry

TITLE:

EXISTING ROOF PLAN

DRAWN BY:

HA

SCALE:

As Shown

CHECKED BY:

DATE:

3.15.2025

JOB NO:

C25 - 03

SHEET #

A1.2





**To:** Plan Commission

**From:** Patrick Ainsworth, AICP, Community and Economic Development Director  
 Ronald Mentzer, Community and Economic Development Consultant

**Date:** June 12, 2025

**Re:** City of Crest Hill Zoning Ordinance Text Amendments

---

### **BACKGROUND**

During the administration, interpretation, and enforcement of the City's Zoning Ordinance over the past six months, Community Development Department staff have encountered a variety of existing and proposed businesses that are not clearly defined or consistently addressed in the current version of the Zoning Ordinance. As a result, the City has not consistently regulated these businesses in the past. The lack of clear and specific zoning regulations has made it more challenging for the City to prohibit, accommodate, and effectively regulate these businesses and provide clear direction to individuals who operate or are interested in operating these types of businesses in Crest Hill.

This staff report outlines the various Zoning Ordinance text amendments staff is recommending the City implement for the following types of businesses and business operations:

#### **A. Motorized Vehicle Storage and Salvage Related Activities**

- *Vehicle Salvage and Wrecking*
- *Junkyards*
- *Storage Garages*
- *Bus, Truck, Tractor, and Boat Storage Yard*
- *Inoperable Motor Vehicle Storage*
- *Architectural Salvage Facilities*

#### **B. Contractor and Landscaping Based Businesses**

#### **C. Beauty and Personal Service-Related Businesses**

- *Barber Shop/Beauty Parlor/Salon*
- *Alternative Beauty and Personal Services*

#### **D. Firearm Related Business**

- *Retail Firearms Sales*

- *Off-Premises Federal Firearms License (FFL) Transfer Businesses*
- *Firearm Manufacturer*

The structure of the proposed amendments presented in this report consists of the following format and addresses these four items:

1. **Need and Goal of Amendment:** Provides a brief summary of why a text amendment is necessary.
2. **Definitions:** Outlines the new definitions and adjustments to existing definitions for specific land uses and business operations staff believes the Zoning Ordinance needs to be regulated in a more clear and consistent manner.
3. **General Standards and Regulations of Uses:** Illustrates the new language and revisions to existing regulations staff is recommending be made to improve consistency with the Definition section of the Zoning Ordinance, clarify what zoning districts the various uses are allowed to operate in as a permitted or special use, and outline any special location or operational restrictions that apply to specific uses.

The existing Zoning Ordinance language staff is recommending be eliminated or replaced is reflected in ~~strike-thru~~ text. The new language staff is recommending be added to the Zoning Ordinance is reflected in **red font**.

4. **Parking:** Clarify and update parking requirements for specific uses.

Note, the City Attorney worked closely with Community Development staff to craft the text amendments proposed below to ensure compliance with state and federal regulations are satisfied.

## **RECOMMENDED ZONING ORDINANCE TEXT AMENDMENTS**

### **A. Storage of Motorized Vehicles**

1. **Need and Goal of Amendment:** Clarify outdoor storage regulations for different types of motorized vehicles. Differentiate between operable and inoperable vehicles. Clarify what comprises a "Storage Garage" and where this type of use is allowed. Identify what specific vehicle storage activities are permitted and prohibited. Clarify what is and is not considered a "Junkyard" and that such uses are clearly prohibited in the City of Crest Hill. Clarify what an "Architectural Salvage" is and how this type of business is allowed to operate in the City of Crest Hill.

2. **Definitions:** Revise **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

~~AUTOMOBILE~~ **MOTOR VEHICLE SALVAGE AND/OR WRECKING FACILITY:** Any place where one or more motor vehicles that are not in running condition, and/or motor vehicle parts, are stored in the open; or any land, building, or structure used for the demolition or storing of such ~~automobiles~~ motor vehicles or parts thereof. ~~Such facilities are expressly prohibited in the City of Crest Hill, pursuant to [reference appropriate code].~~

**JUNKYARD:** An open area where junk, waste, scrap, discarded, or salvaged material is bought, sold, exchanged, stored, baled, packed, disassembled, or



handled, including but not limited to scrap iron and other metals, paper, rags, rubber tires, and bottles. This does not include Architectural Salvage Facility as defined herein. ~~A junkyard includes automobile wrecking, salvage or storage yards; use lumber yard; and house wrecking and structural steel materials and equipment~~ Such facilities are expressly prohibited in the City of Crest Hill.

**GARAGE, STORAGE:** Any building used for housing ~~only of~~ recreational vehicles, motor-driven vehicles, ~~boats, and other personal items,~~ pursuant to ~~previous private~~ arrangements and not to transients, and at which automotive fuels and oils are not dispensed and motor-driven vehicles are not equipped, repaired, hired or sold.

**BUS, TRUCK, TRACTOR, AND BOAT STORAGE YARD:** A business that keeps, in an unroofed area of a subject parcel, operable buses, trucks, tractors, or boats associated with the principal use of a business/building in the same place for more than twenty-four (24) hours.

**INOPERABLE MOTOR VEHICLE:** A vehicle that cannot be driven upon private or public streets for reasons including, but not limited to, being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

**ARCHITECTURAL SALVAGE FACILITY:** An operation, which is encompassed entirely indoors, that involves sourcing, salvaging, separating, and selling reclaimed building materials or architectural features from a variety of structures scheduled for demolition or renovation. Such materials include doors, windows, lumber, light fixtures, flooring, fireplace mantles, and other similar items. The materials and services associated with this definition shall not fall within the definition of Junkyard.

**3. General Standards and Regulations of Uses:** Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

**8.2-26 SALVAGE YARD MOTOR VEHICLE SALVAGE AND/OR WRECKING FACILITY:** All ~~material and vehicles~~ and auto-related materials located on the subject property must be screened by a solid fence, wall, or solid landscape screen adequate to conceal such auto-related materials and vehicles from adjacent properties and the public right-of-way. No auto-related materials or vehicles may be stored at a height greater than the screening, and no material or vehicles may exceed ten (10) feet in height.

Add the following text:

**8.2-30 BUS, TRUCK, TRACTOR, AND BOAT STORAGE YARD:** Where such vehicles and boats are stored outdoors, all items must be screened by a solid fence, wall, or solid landscape screen to adequately minimize the visibility from adjacent properties and the public right-of-way.

**8.2-31 STORAGE GARAGE:** A space within the M-1 and M-2 zoning districts, not exceeding 2,000 square feet in total for any zoning lot, shall be allowed for the use of storing items that fall within the defined use established in Section 2.0 Definitions, of the Crest Hill Zoning Ordinance. If the zoning lot contains a multi-tenant building, then the maximum amount of units that can be designated for such use shall be two (2) and the total amount of square feet designated for such use shall be 2,000 square feet or less.

**8.2-32 ARCHITECTURAL SALVAGE FACILITY:** All operations associated with this use must take place entirely within the subject building. No materials may be donated or dropped off during non-business hours.

Add or amend the following text to Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	M-1	M-2	Use Standards
Salvage Material Yards <del>including auto salvage yards</del>	S	S	8.2-26
Motor Vehicle Salvage and/or Wrecking Facility	S	S	8.2-26
Bus Storage Yard, including <del>Trucks, Tractors and Boats</del> Bus, Truck, Tractor, and Boat Storage Yard	P S	P S	8.2-30
Storage Garage	P	P	8.2-31
Architectural Salvage Facility	S	S	8.2-32

4. Add the following text to **SECTION 11.0 OFF-STREET PARKING AND LOADING;**

#### 11.8-4 INDUSTRIAL USES

**g. Bus, Truck, Tractor, and Boat Storage Yard:** One (1) Parking space shall be provided for each employee separate from any space dedicated to the storage of buses, trucks, tractors and boats.

**h. Motor Vehicle Salvage and/or Wrecking Facility:** One (1) Parking space shall be provided for every 25,000 square feet of outside area dedicated to such use, or four (4) parking spaces shall be provided, whichever is greater; these spaces shall be separate from any outside space associated with the salvage or wrecking facility operations.

### **B. Contractor and Landscaping Based Businesses**

- 1. Need and Goal of Amendment:** The current Zoning Ordinance does not define or identify what zoning districts contractor shops and landscape service-based business are allowed to operate from. This is problematic as contractor shops and landscaping service-based businesses present their own unique set of operations and accessory activities that are not found with other land use types. As such, there are a number of items presented in the section below to address this land use type:
- 2. Definitions:** Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:  
**Contractor and Landscaping Based Businesses:** A business occupying a building or portion thereof where building components (including, but not limited to, plumbing, electrical, heating, air conditioning, and building equipment), landscaping, and construction trade services are provided to the public. This use shall include, but is not be limited to, contractor offices, showrooms, ancillary retail sales, shop floors, indoor storage, and limited outdoor storage-related equipment and materials as further regulated in Sections 8.2-18 and 8.2-33 of this Ordinance.
- 3. General Standards and Regulations of Uses:** Add **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

**8.2-33 Contractor and Landscaping Based Businesses:** Only vehicles, materials, goods, and equipment related to such use may be stored on site. No lawn clippings or any other vegetation waste shall be stored outside unless such waste shall be in sealed containers that are constructed for vegetation waste. Where vehicles and equipment are stored outdoors, such vehicles and equipment must be screened by a solid fence, wall, or solid landscape

screen to adequately minimize the visibility from adjacent properties and the public right-of-way. No storage of any materials may exceed ten (10) feet in height. Properties that are zoned B-3 and are located on or fronting Broadway Street (IL-53), Thomas Court, Theodore Street (west of Larkin Avenue), and Rock Run Drive are the only properties that such use may operate after receiving a Special Use Permit.

**Add or amend the following text**

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-3	M-1	M-2	Use Standards
Contractor and Landscaping Based Businesses	S	P	P	8.2-18 and 8.2-33
Landscape Company/Nursery		P	P	

Since “Landscape Company/Nursery” is not a defined land use term, staff is taking the opportunity to omit the term “Landscape Company” from the land use term, “Landscape Company/Nursery” to eliminate confusion.

**4. Add the following text to SECTION 11.0 OFF-STREET PARKING AND LOADING;**

**SECTION 11.8-4 INDUSTRIAL USES**

**i. Contractor and Landscaping Based Businesses:** One (1) Parking space shall be provided for every 750 square feet of floor area dedicated to such use, minus any showroom space, plus one (1) parking for every 500 square feet of showroom space

**C. Beauty and Personal-Service Related Businesses**

**1. Need and Goal of Amendment:** The current Zoning Ordinance does not define barber shop/beauty salon or address the land use of aesthetician businesses which is a whole classification of services that should be defined and regulated.

**2. Definitions:** Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

**Barber Shop/Beauty Parlor/Salon:** A business that provides a variety of services for the purpose of personal care including the specific uses of haircuts, hair coloring, hair treatments, and limited beauty treatments such as facials, manicures, pedicures, and waxing.

**Alternative Beauty and Personal Services:** A business that provides a variety of personal or beauty services that do not fall within the definitions of Barber Shop/Beauty Parlor/Salon, Tattoo Parlor, Body Piercing Establishment and Massage Establishment, which includes hydrotherapy, laser therapy, body sculpting, aesthetician services, acupuncturist, clairvoyant services, reiki services, psychic services, and other similar uses. All services offered must be conducted by a licensed or certified professional for each specific service as required by State Statute.

**3. General Standards and Regulations of Uses:** Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

**Add or amend the following text:**

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-1	B-2	B-3	Use Standards
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Alternative Beauty and Personal Services	S	S	S	
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4. Add the following text to **SECTION 11.0 OFF-STREET PARKING AND LOADING;**

11.8-2 RETAIL AND SERVICE USES

c. **Barber Shop/ Beauty Parlor and Alternative Beauty and Personal Services:** One (1) parking space shall be provided for each ~~one hundred fifty (150)~~ three hundred (300) square feet of floor area.

**D. Firearm Sales, Dealers, Manufacturers and FFL Transfer-Based Businesses**

1. **Need and Goal of Amendment:** Firearm sales, dealers, manufacturers, and federal firearm license (FFL) transfer-based businesses are not defined, nor regulated in the Zoning Ordinance. Staff is working to add certain land uses pertaining to firearms to address these business types within the Zoning Ordinance.

It is important to note that city staff and the City Attorney reviewed firearm related codes from Illinois communities, including nearby municipalities, reflected in Attachment to inform the following recommended text amendments.

2. **Definitions:** Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

**SECTION 2.0 DEFINITIONS**

**Firearm Retail Business:** Any business establishment that sells or offers for sale any firearm and/or ammunition, with or without related accessories and equipment. A firearm retail business may include off-premises FFL transfers as a service incident to the sale of firearms and ammunition.

**Off-Premises Federal Firearms License (FFL) Transfer Business:** Any business that provides off-premises FFL transfer services, but does not independently sell or offer for sale any firearms or ammunition.

**Firearm Manufacturer:** Any business establishment that manufactures, assembles, or repairs firearms, but does not sell or offer for sale any firearms or ammunition.

3. **General Standards and Regulations of Uses:** Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

**Amend the following text**

**8.2-34 FIREARM RETAIL BUSINESS.** In addition to the specific district regulations, each firearm retail business shall be required to conform to the following requirements:

- No firearm retail business may be located within 150 feet, measured from closest lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- No firearms or ammunition may be stored on the premises of any firearm retail business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.

**8.2-35 OFF-PREMISES FFL TRANSFER BUSINESS.** In addition to the specific district regulations, each off-premises FFL transfer business shall be required to conform to the following requirements:

- a. No FFL transfer business may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- b. No firearms may be stored on the premises of any off-premises FFL transfer business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.
- c. No ammunition may be stored on the site of any FFL transfer business at any time.

**8.2-36 FIREARM MANUFACTURER.** In addition to the specific district regulations, each firearm manufacturer shall be required to conform to the following requirements:

- a. No firearm manufacturer may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- b. No firearms may be stored on the premises of any firearm manufacturer, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.
- c. No ammunition may be stored on the site of any firearm manufacturer at any time unless the business also receives approval to operate a firearm retail business on the same lot.

**Add the following text**

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-2	B-3	M-1	M-2	Use Standards
Firearm Retail Business	S	S	S	S	8.2-34
Off-Premises FFL Transfer Business			S	S	8.2-35
Firearm Manufacturer			S	S	8.2-36

With regards to parking, there are several *existing* code sections within Section 11 of the Zoning Ordinance that encompass off-street parking and loading regulations that will pertain to each type of use. A summary of the existing codes in relation to each type of firearm is found below.

Firearm Retail Business uses would adhere to the following parking regulations - 11.8-2 RETAIL AND SERVICE USES g. General Business: One (1) parking space shall be provided for each two hundred fifty (250) square feet of floor area, plus one (1) space per employee for the work shift with the largest number of employees, except as specifically set forth in this Section; or one (1) parking space shall be provided for each two hundred (200) square feet of floor area; whichever is greater.

Off-Premises FFL Transfer Business uses would adhere to the following parking regulations - 11.8-3 OFFICE USES a. Business, Public and Professional Office (unless listed elsewhere): Five (5) parking spaces shall be provided for the first one thousand (1,000) square feet of floor area and one (1) parking space shall be provided for each additional three hundred (300) square feet of floor area..

Firearm Manufacturer - 11.8-4 INDUSTRIAL USES a. Establishments manufacturing or industrial in the following: production, cleaning, servicing, testing, or repair of materials, goods, or products: One (1) parking space shall be provided for each employee, based on the largest shift, plus one (1) parking space for each vehicle used in the conduct of the enterprise. OR One parking space for each eight hundred (800) square feet of floor area whichever is greater.

Since these parking regulations are already in effect, there are no proposed off-street parking regulations being proposed for firearm-related uses.

## **ANALYSIS ON STANDARDS FOR THE TEXT AMENDMENTS**

Each text amendment request needs to be analyzed against the standards found in the Crest Hill Zoning Ordinance. This is required to ensure that such requests are granted fairly and are in keeping with the community. As such, the staff analysis is detailed below.

### **Standards for a Text Amendment**

1. The effect the text amendment would have on comprehensive planning in the community and the extent to which the proposed amendment would be consistent with Crest Hill's planning objectives.

*Staff Response:* The proposed text amendments are consistent with Crest Hill's planning objectives as these amendments will ensure various land uses are clearly defined and administered. Additional regulations are fairly placed to reduce any negative impact on adjacent properties which follows the planning objective of maintaining the public health safety welfare. Also, off-street parking standards are being evenly applied so as to not create congestion in the streets due to each proposed land use.

2. The consistency of the proposed text amendment with other provisions in this Ordinance.

*Staff Response:* There is consistency with the proposed text amendments in comparison to other provisions of the Ordinance. Proposed parking regulations are applied uniformly with like-for-like uses. For example, firearm retail sales will follow the same regulations as general retail and services uses in Zoning Ordinance Section 11.8-2. Additionally, uses that are heavy on outside storage have accommodations in the proposed text amendment that are similar in nature to other comparable uses to ensure that there is adequate space for both items stored outside and for employee/general guest parking.

3. The degree to which all property owners in the community, zoned in similar classifications, would be benefited or affected by the zoning text amendment; and the extent to which the proposed amendment would or would not benefit or affect one (1) or a selected and small group of property owners only.

*Staff Response:* All proposed text amendments have been crafted with the health safety and welfare of all property owners in the community in mind. Additional setbacks and buffer regulations are being proposed for uses that have outside uses to ensure that any impacts are kept to a minimum or are non-existent. For uses involving firearms, there are several buffers and activity restrictions to ensure that neighboring properties do not experience detrimental effects from the operation of such a use. Moreover, regulations from other communities were compared and considered when crafting the proposed text amendment to ensure that other regulations that are already adopted by similar neighboring communities were considered.

4. The extent to which the text amendment will ameliorate a condition in this Ordinance which is, from a legal or administrative standpoint, deficient.

*Staff Response:* The proposed text amendments will enhance the community's ability to regulate a series of land uses that either were not fully defined or missing entirely. For example, contractor and landscaping-based businesses were not defined, regulated or properly identified throughout the Zoning Ordinance.

The land uses regarding motor vehicle storage were not adequately clarified with regard to operable and inoperable vehicles. That is now defined and clarified. Firearm uses were not addressed in the Zoning Ordinance. The set of regulations identified above now encompass a series of land use definitions and parameters to regulate such uses. These land use terms are closely aligned with both federal firearm terminology and regulations of nearby communities.

5. The need for the zoning text amendment.

*Staff Response* All of the proposed text amendments will help staff administer the Zoning Ordinance in a more responsible and practical manner given that all of the proposed amendments

either clarify inconsistent language or add land uses that need to be regulated that were not touched on in the Zoning Ordinance below. Additionally, as business concepts evolve, amendments to the Zoning Ordinance will occur from time to time in order to keep up with emerging land uses and their secondary impacts. More text amendments will be needed to the Crest Hill Zoning Ordinance as staff continues to administer this code in relationship to such emerging business concepts and land uses.

6. Whether or not the proposed text amendment, if adopted, will require other provisions of this Ordinance to be changed or modified and, if so, the way in which the Ordinance will have to be further modified and amended

*Staff Response:* Community Development staff and the City Attorney combed through the existing Zoning Ordinance to ensure that there are no overlaps that will lead to further modifications. The proposed text amendments shown above already include modifications to the existing code along with the newly proposed text amendments to ensure that all code sections are cohesive and compatible. An example of this analysis is the elimination of “Landscape Company” from the land use identified in Table 4 as “Landscape Company/Nursery”. This term is not defined in the definition section of the Zoning Ordinance and may have conflicted with the new land use term being introduced, “Contractor and Landscaping Based Businesses”. Now that the proposed modification is being presented, there is a clear differentiation between these two land use concepts, and “Contractor and Landscaping Based Businesses” is further defined which will assist staff and the public in future scenarios.

### **STAFF RECOMMENDATION**

Based on the information presented, staff recommends that the Plan Commission forward a positive recommendation of the requested Special Use and the Variances. Should the Plan Commission recommend approval to the City Council.

Attachment A – Text Amendment Application

Attachment B – Firearm Regulations from Other Illinois Municipalities



Application for DevelopmentFor Office Use Only: Case Number: TXT-25-1-6-1Project Name: City-wide Zoning Ordinance Text AmendmentsOwner: Community Development Correspondence To: \_\_\_\_\_Street address: 20600 City Center Blvd Street address: \_\_\_\_\_City, St., Zip: Crest Hill, IL 60003 City, St., Zip: \_\_\_\_\_Phone: 815-741-5106 Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Address:**Street address: City wide**Property Information:**Lot Width: N/ACity, St., Zip: N/ALot Depth: N/APIN: N/ATotal Area: N/A

\*Submit an electronic version of the legal description only in a Word document to:

[buildingdepartment@cityofcresthill.com](mailto:buildingdepartment@cityofcresthill.com)Existing Zoning: N/A Existing Land Use: N/ARequested Zoning: N/A Proposed Land Use: N/A**Adjoining Properties Zoning and Uses:**North of Property: N/ASouth of Property: N/AEast of Property: N/AWest of Property: N/APurpose Statement (intended use and approval sought): City wide Text Amendments



**Development Request:** Please check all that apply and describe:

☐ Rezoning: \_\_\_\_\_

☐ Special Use: \_\_\_\_\_

☐ Variance: \_\_\_\_\_

☐ Planned Unit Development: TEXT

☐ Annexation: \_\_\_\_\_

☐ Plat: \_\_\_\_\_

☒ Other: Text Amendment

**Contact Information** – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: N/A Phone: \_\_\_\_\_

Company: N/A Email: \_\_\_\_\_

☐ Contractor: N/A Phone: \_\_\_\_\_

Company: N/A Email: \_\_\_\_\_

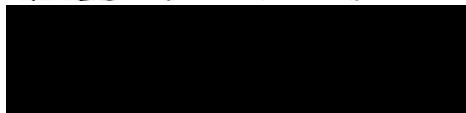
☐ Architect: N/A Phone: \_\_\_\_\_

Company: N/A Email: \_\_\_\_\_

☐ Builder: N/A Phone: \_\_\_\_\_

Company: N/A Email: \_\_\_\_\_

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this



Date

5/13/25

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner

Date

## **FIREARM LAND USE REGULATIONS FROM NEARBY COMMUNITIES**

- The Village of New Lenox allows "gun shops" as a special use in the C-3 (general commercial), C-7 (regional shopping), and I-1 (limited industrial) districts. In each case, the "gun shop" must be at least 500' from any residentially-zoned property, school, park, church, pre-school or day care center and must further comply with specific provisions of the Village code related to the manufacture and sale of firearms.
- The Village of Romeoville allows, "Sporting goods including firearms sales and service. Facility shall not include a firing range" as a special use in their B-3 Highway/Regional Shopping District. "Firearms sales and service, including a firing range, indoor only" is listed as a permitted use in M-1, Medium Manufacturing District.
- The City of Kankakee allows both "guns & ammunition sales & service" and "gunsmithing services" as special uses in its C-1 (neighborhood commercial) district and as a permitted use in its C-2 (service commercial), C-3 (central commercial), I-1 (light industrial), and I-2 (heavy industrial) districts.
- The Village of Manhattan allows "firearm sales and service, including off-premises FFL sales" as a special use in its C-3 (general commercial), BP (business park), I-1 (office, research, and light industrial), and I-2 (light industrial) districts.
- The City of Joliet allows "firearms dealers & gunsmiths" as a special use in its B-2 (central business) district and as a permitted use in its B-3 (general business) district, subject to conditions such as the business shall be in a freestanding building, the exterior walls shall be of masonry construction and shall be 500 feet from residentially-zoned lots and 1,000 feet from school, church, daycare, park or playground.