



## MEETING AGENDA

**PLAN COMMISSION**  
**Thursday, February 15, 2024**  
**7:30 p.m.**

**MEMORIAL HALL – MEMORIAL BUILDING**  
**19 East Chicago Avenue, Hinsdale, Illinois 60521**  
*(Tentative & Subject to Change)*

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** (Non-Agenda Items)
- 4. APPROVAL OF MINUTES** – January 10, 2024
- 5. SCHEDULING OF PUBLIC HEARINGS** – No discussion will take place regarding the requested applications except to determine a time and date for the public hearing – The next regular Plan Commission meeting is scheduled to take place on Wednesday, March 13, 2024
  - a) Case A-2-2024 – Short-Term Rentals – Text Amendment to Section 9-101 (Accessory Structures and Uses), Section 9-102 (Home Occupations), and Section 12-206 (Definitions), and Creation of a New Section 9-108 (Short-Term Rentals) of the Hinsdale Zoning Ordinance to Define and Clarify Regulations for Short-Term Rentals
  - b) Case A-3-2024 – Landscaping and Screening Standards – Text Amendment to Section 9-107 (Buffers and Landscaping) of the Hinsdale Zoning Ordinance – Case A-3-2024
- 6. SIGN PERMIT REVIEWS**
  - a) Case A-1-2024 – Sign Permit Review – 34 E. Hinsdale Avenue – Brasi's Pizzeria – Installation of One (1) Wall Sign
  - b) Case A-4-2024 – 50 S. Lincoln Street & 120 W. Hinsdale Avenue – BMO Bank – Installation of Three (3) Wall Signs, One (1) Canopy Sign, New Signs Faces on One (1) Existing Pylon Sign, and a New Sign Faces on One (1) Ground Sign
- 7. PUBLIC HEARINGS**
  - a) Case A-43-2023 – 945 S. Garfield Avenue – Montessori Gifted Prep Preschool / Hinsdale United Methodist Church – Special Use Permit to allow for Child Day Care Services in the IB Institutional Buildings District located at 945 S. Garfield Avenue
- 8. ADJOURNMENT**

Public comments are welcome on any topic related to the business of the Commission at Regular and Special Meetings during the portion of the meeting devoted to a particular agenda item, or during the period designated for public comment for non-agenda items. Individuals who wish to comment must be recognized by the Chairperson and then speak at the podium, beginning by identifying themselves by name and address. All members of the public are requested to keep their written comments or testimony to three pages or less, and speakers are requested to keep their live comments or testimony to five minutes or less. Submissions or comments exceeding those limits may, if time allows and at the discretion of the Chairperson, be presented after all others have had an opportunity to testify, comment or have their comments read. Matters on this Agenda may be continued from time to time without further notice, except as otherwise required under the Illinois Open Meetings Act.

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Andrianna Peterson, ADA Coordinator at 630-789-7005 to allow the Village of Hinsdale to make reasonable accommodations for those persons. Additional information may be found on the Village's website at [www.villageofhinsdale.org](http://www.villageofhinsdale.org)

**VILLAGE OF HINSDALE  
PLAN COMMISSION  
MINUTES OF THE MEETING  
Wednesday, January 10, 2024**

The regularly scheduled meeting of the Village of Hinsdale Plan Commission was called to order by Chairman Cashman, in Memorial Hall of the Memorial Building, 19 E. Chicago Avenue, Hinsdale, IL on Wednesday, January 10, 2024, at 7:41 p.m., roll call was taken.

**PRESENT:** Commissioners Jim Krillenberger, Julie Crnovich, Anna Fiascone, Scott Moore, and Chairman Steve Cashman

**ABSENT:** Commissioner Laurel Haarlow, Cynthia Curry, Gerald Jablonski, Mark Willobee

**ALSO PRESENT:** Bethany Salmon, Village Planner

**Public Comment on Non-Agenda Items**

Chairman Cashman asked for public comments.

**Approval of Minutes – December 13, 2023**

Hearing no comments, a motion was made by Commissioner Moore, seconded by Commissioner Krillenberger, to approve the December 13, 2023, draft minutes as submitted. The motion carried by the roll call vote of 5-0 as follows:

**AYES:** Commissioners Krillenberger, Crnovich, Fiascone, Moore, and Chairman Cashman  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** Commissioner Haarlow, Curry, Jablonski, Willobee

**SCHEDULING OF PUBLIC HEARINGS**

**a) Case A-43-2023 – 945 S. Garfield Avenue – Montessori Gifted Prep Preschool / Hinsdale United Methodist Church – Special Use Permit to allow for Child Day Care Services in the IB Institutional Buildings District located at 945 S. Garfield Avenue – Scheduling of a Public Hearing**

A motion was made by Commissioner Crnovich, seconded by Commissioner Moore, to schedule a Public Hearing for Case A-43-2023 – 945 S. Garfield Avenue – Montessori Gifted Prep Preschool / Hinsdale United Methodist Church – Special Use Permit to allow for Child Day Care Services in the IB Institutional Buildings District located at 945 S. Garfield Avenue – for Thursday, February 15, 2024, regularly scheduled Plan Commission meeting. The motion carried with a roll call vote of 5-0 as follows:

**AYES:** Commissioners Krillenberger, Crnovich, Fiascone, Moore, and Chairman Cashman  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** Commissioner Haarlow, Curry, Jablonski, Willobee

**Adjournment**

Chairman Cashman asked for a motion to adjourn. A motion was made by Commissioner Krillenberger, seconded by Commissioner Moore, to adjourn the regularly scheduled meeting of the Village of Hinsdale Plan Commission of the January 10, 2024.

The meeting was adjourned at 7:43 PM after a unanimous voice vote of 5-0.

ATTEST: \_\_\_\_\_  
Agnes Maka, Community Development Office





PLAN COMMISSION  
MEMORANDUM

**DATE:** February 9, 2024

**TO:** Chairman Cashman and Plan Commissioners

**CC:** Kathleen A. Gargano, Village Manager

**FROM:** Robert McGinnis, Director of Community Development/Building Commissioner  
Bethany Salmon, Village Planner

**SUBJECT:** Case A-2-2024 – Text Amendment to Section 9-101 (Accessory Structures and Uses), Section 9-102 (Home Occupations), and Section 12-206 (Definitions) of the Zoning Code, and the creation of Section 9-108 (Short-Term Rentals) of the Zoning Code to Define and Clarify Regulations for Short-Term Rentals – Request by the Village of Hinsdale – **Scheduling of a Public Hearing**

**FOR:** February 15, 2024 Plan Commission Meeting

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**APPLICATION SUMMARY**

A Text Amendment is proposed to amend Section 9-101 (Accessory Structures and Uses), Section 9-102 (Home Occupations), and Section 12-206 (Definitions) of the Zoning Code, and to create a new Section 9-108 (Short-Term Rentals) of the Zoning Code to define and clarify regulations for Short-Term Rentals.

It was brought to staff's attention that certain single-family homes in town were being used as commercial short term rentals. Based on the concerns received, staff drafted an ordinance that details parameters for this type of use.

The draft ordinance specifically addresses commercial short-term rentals within residential zoning districts and places a minimum of 180 days on a lease term with specific exceptions listed.

It is requested that the public hearing for this application be scheduled for the next Plan Commission meeting on March 13, 2024.

Staff received an email from Dave and Marge Zwolinski that includes background information on a short-term rental property near their house and states their support for the Village of Hinsdale to adopt regulations.

**MEETING HISTORY**

Village Board – Referral to the Plan Commission: On January 24, 2024, the Village Board voted to approve a Referral to the Plan Commission for review and consideration of a Text Amendment to the Zoning Code to amend various sections relative to short-term rentals.

Per Section 11-601(D)(2)(a) of the Zoning Code, every properly filed and completed application for an amendment shall be referred to the Village Board for a determination as to whether the application merits a hearing and consideration by the Plan Commission or should be summarily denied.



## MEMORANDUM

At the January 24, 2024 Board meeting, President Cauley introduced proposed Text Amendment. Several members of the public spoke at the meeting.

Ms. Ashley Hill, 822 W. Eighth Street, spoke of concerns related to the proposed short-term rental ordinance. Ms. Hill believed there is a need for short-term rentals in Hinsdale and suggested that the proposed ordinance provide more flexibility to accommodate specific situations for residents in town, such as when closing on a property, for home renovations, or for emergency repairs.

Ms. Michelle Crowe, 200 S. Bodin Street, spoke of concerns related to short-term rentals in Hinsdale, specifically for a rental near her house and supported the Village adopting an ordinance to further restrict short-term rentals. Ms. Crowe noted nuisance issues with short-term rentals, such as garbage, an influx of people, and parties. Ms. Crowe stated she supported the 180-day minimum lease term.

A member of the public who manages Airbnb properties at 415 and 421 Justina Street spoke of concerns related to the proposed short-term rental ordinance. He believes there is a need for short-term rentals as these provide better accommodations than hotels and the 180-day minimum lease term is too strict.

President Cauley suggested that Plan Commission possibly consider an exception to the 180-day minimum lease that could allow for extenuating circumstances, such as broken pipes or emergency home repairs.

There was discussion regarding ordinance violations handled by the Village's code enforcement officer and the possibility of asking the Plan Commission to require an application for short-term rentals. Trustees Braden and Fisher were in favor of an application.

Trustee Banke asked if Airbnb properties were required to have a Business License. Community Development Director Robb McGinnis stated home based businesses did not require a license currently.

A Hinsdale resident spoke of concerns related to the proposed short-term rental ordinance. She stated she frequently does contract based work with frequent travel and short-term rentals are more comfortable than hotels for several months. She believes there is a need for short-term rentals in Hinsdale.

Trustee Posthuma noted redundancies in the proposed ordinance text and instructed Plan Commission to review the details.

President Cauley asked Plan Commission to review if six months (180-days) is an appropriate amount of time, whether there be exceptions for residents due to some need for less than 6 months or someone is traveling on business, and if the Village should adopted some type of application for these properties.

The proposed ordinance has been revised since the Board meeting to clean up redundant language. Staff can make additional changes to the ordinance following the Plan Commission review at the public hearing.

### **REVIEW PROCESS**

Text Amendments are subject to the requirements of Section 11-601 of the Zoning Code. Following a referral by the Board of Trustees to Plan Commission, a public hearing shall be set, noticed, and conducted by the Plan Commission in accordance with Section 11-303.



## MEMORANDUM

Within 45 days following the conclusion of the public hearing, the Plan Commission shall transmit to the Village Board its recommendation in the form specified by Section 11-103(H). The failure of the Plan Commission to act within 45 days following the conclusion of such hearing, or such further time to which the applicant may agree, shall be deemed a recommendation for the approval of the proposed amendment.

Within 60 days following the receipt of the recommendation of the Plan Commission, or its failure to act as above provided, the Board shall either deny the application or, by ordinance duly adopted, shall grant the amendment, with or without modifications or conditions. The failure of the Board of Trustees to act within 60 days, or such further time to which the applicant may agree, shall be deemed to be a decision denying the application.

The standards listed in Section 11-601(E) shall be considered for all Amendment applications.

### **ATTACHMENTS**

1. Plan Commission and Text Amendment Applications by the Village of Hinsdale
2. Revised Draft Ordinance
3. Email from Members of the Public



**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

**PLAN COMMISSION APPLICATION**

**I. GENERAL INFORMATION**

**Applicant**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Owner**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Others, if any, involved in the project (i.e. Architect, Attorney, Engineer)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_

E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Disclosure of Village Personnel:** (List the name, address and Village position of any officer or employee of the Village with an interest in the owner of record, the Applicant or the property that is the subject of this application, and the nature and extent of that interest)

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

## II. SITE INFORMATION

Address of subject property: \_\_\_\_\_

Property identification number (P.I.N. or tax number): \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Brief description of proposed project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General description or characteristics of the site: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Existing zoning and land use: \_\_\_\_\_

Surrounding zoning and existing land uses:

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

Proposed zoning and land use: \_\_\_\_\_

**Please mark the approval(s) you are seeking and attach all applicable applications and standards for each approval requested:**

☐ Site Plan Approval 11-604

☐ Design Review Permit 11-605E

☐ Exterior Appearance 11-606E

☐ Special Use Permit 11-602E

Special Use Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐ Map and Text Amendments 11-601E

Amendment Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐ Planned Development 11-603E

☐ Development in the B-2 Central Business District Questionnaire

## TABLE OF COMPLIANCE

Address of subject property: \_\_\_\_\_

The following table is based on the \_\_\_\_\_ Zoning District.

	Minimum Code Requirements	Proposed/Existing Development
Minimum Lot Area (s.f.)		
Minimum Lot Depth		
Minimum Lot Width		
Building Height		
Number of Stories		
Front Yard Setback		
Corner Side Yard Setback		
Interior Side Yard Setback		
Rear Yard Setback		
Maximum Floor Area Ratio (F.A.R.)*		
Maximum Total Building Coverage*		
Maximum Total Lot Coverage*		
Parking Requirements		
Parking front yard setback		
Parking corner side yard setback		
Parking interior side yard setback		
Parking rear yard setback		
Loading Requirements		
Accessory Structure Information		

\* Must provide actual square footage number and percentage.

Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: \_\_\_\_\_



## CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.
- B. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:
1. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
  2. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
  3. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
  4. Location, size, and arrangement of all outdoor signs and lighting.
  5. Location and height of fences or screen plantings and the type or kind of building materials or plantings used for fencing or screening.
  6. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
  7. A traffic study if required by the Village Manager or the Board or Commission hearing the application.
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. The Applicant understands that he/she is responsible for all application fees and any other fees, which the Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.
- F. THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE APPLICATION FEE. BY SIGNING THE APPLICATION, THE OWNER HAS AGREED TO PAY SAID FEE, AND TO CONSENT TO THE FILING AND FORECLOSURE OF A LIEN AGAINST SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN THIRTY (30) DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

On the 22<sup>nd</sup> day of December, 2023, I/We have read the above certification, understand it, and agree to abide by its conditions.

  
\_\_\_\_\_  
Signature of applicant or authorized agent

Robert P. McGinnis  
\_\_\_\_\_  
Name of applicant or authorized agent

\_\_\_\_\_  
Signature of applicant or authorized agent

\_\_\_\_\_  
Name of applicant or authorized agent

SUBSCRIBED AND SWORN  
to before me this 22<sup>nd</sup> day of  
December, 2023

  
\_\_\_\_\_  
Notary Public





**COMMUNITY DEVELOPMENT  
DEPARTMENT  
ZONING CODE TEXT AND MAP  
AMENDMENT APPLICATION**

**Must be accompanied by completed Plan Commission Application**

**Is this a:      Map Amendment                      Text Amendment**

**Address of the subject property**

**Description of the proposed request:**

**REVIEW CRITERIA**

Section 11-601 of the Hinsdale Zoning Code regulates Amendments. The amendment process established is intended to provide a means for making changes in the text of the Zoning Code and in the zoning map that have more or less general significance or application. It is not intended to relieve particular hardships nor to confer special privileges or rights. Rather, it is intended as a tool to adjust the provisions of the Zoning Code and the zoning map in light of changing, newly discovered, or newly important conditions, situations, or knowledge. The wisdom of amending the text of the Zoning Code is a matter committed to the sound legislative discretion of the Board of Trustees and is not dictated by any set standard. However, in determining whether a proposed amendment should be granted or denied the Board of Trustees should be guided by the principle that its power to amend this Code is not an arbitrary one but one that may be exercised only when the public good demands or requires the amendment to be made. In considering whether that principle is satisfied in any particular case, the Board of Trustees should weigh, among other factors, the below criteria.

Below are the 14 standards for amendments that will be the criteria used by the Plan Commission and Board of Trustees in determining the merits of this application. Please respond to each standard as it relates to the application. Please use an additional sheet of paper to respond to questions if needed. If the standard is not applicable, please mark N/A.

1. The consistency of the proposed amendment with the purpose of this Code.
2. The existing uses and zoning classifications for properties in the vicinity of the subject property.
3. The trend of development in the vicinity of the subject property, including changes, if any, such trend since the subject property was placed in its present zoning classification.



4. The extent, if any, to which the value of the subject property is diminished by the existing zoning classification applicable to it.
5. The extent to which any such diminution in value is offset by an increase in the public health, safety, and welfare.
6. The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.
7. The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.
8. The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.
9. The suitability of the subject property for uses permitted or permissible under its present zoning classification.
10. The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.
11. The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under the present zoning classification.

12. The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.
13. The community need for the proposed amendment and for the uses and development it would allow.
14. The reasons, where relevant, why the subject property should be established as part of an overlay district and the positive and negative effects such establishment could be expected to have on persons residing in the area.

**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE HINSDALE ZONING  
CODE RELATIVE TO SHORT-TERM RENTALS**

**WHEREAS**, the Village of Hinsdale (the “Village”) has received an application (the “Application”) from the Village of Hinsdale (the “Applicant”) pursuant to Section 11-601 of the Hinsdale Zoning Code (Zoning Code”) for amendments to the text of various sections of the Zoning Code to define short-term rentals and clarify that short term rentals are prohibited within the Village’s residential zoning districts (the “Proposed Text Amendments”); and

**WHEREAS**, the Village Board of Trustees finds and determines that short-term rentals present issues within the Village which differ from those presented by longer-term rentals. Parking, noise, excessive activity, the presence of unlicensed animals, and other nuisance activities, along with concerns for the health and safety of renters, the conduct of prohibited commercial activity within residential areas, and the protection of the peaceful and quiet nature of the Village’s residential neighborhoods, are of concern to both residents and the Village’s elected officials and necessitate, in the opinion of the Board, the prohibition of short-term rentals within the residential zoning districts of the Village; and

**WHEREAS**, the Board of Trustees has given preliminary consideration to the Application pursuant to Section 11-601(D)(2) of the Hinsdale Zoning Code and has referred the Application to the Plan Commission of the Village for consideration and a hearing. The Application has otherwise been processed in accordance with the Hinsdale Zoning Code, as amended; and

**WHEREAS**, on \_\_\_\_\_, 2024, the Plan Commission held a public hearing on the Proposed Text Amendments. The public hearing on the Application was pursuant to notice thereof properly published in *The Hinsdalean* on \_\_\_\_\_, 2024. After considering all of the testimony and evidence presented at the public hearing, the Plan Commission recommended approval of the Proposed Text Amendments by a vote of \_\_\_\_ ( ) in favor, \_\_\_\_ ( ) against and \_\_\_\_ ( ) absent, as set forth in the Plan Commission’s Findings and Recommendation for Plan Commission Case No. A-\_\_-2024 (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit A** and made a part hereof; and

**WHEREAS**, the President and Board of Trustees of the Village have duly considered the Findings and Recommendation of the Plan Commission, the factors set forth in Section 11-601(E) of the Hinsdale Zoning Code and all of the facts and circumstances affecting the Application.

**NOW, THEREFORE, BE IT ORDAINED**, by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

**Section 1:** Incorporation. Each whereas paragraph set forth above is incorporated by reference into this Section 1.

**Section 2:** Findings. The President and Board of Trustees, after considering the Findings and Recommendation of the Plan Commission, and other matters properly before it, adopts and incorporates the Findings and Recommendation of the Plan Commission as the findings of this President and the Board of Trustees, as completely as if fully recited herein at length, The President and Board of Trustees further find that the Proposed Text Amendments set forth below are demanded by and required for the public good.

**Section 3:** Amendment to Section 9-101 (Accessory Structures and Uses). Article IX (District Regulations of General Applicability), Section 9-101 (Accessory Structures and Uses) is amending by adding a new subsection G. (Short-Term Rentals Prohibited) of the Hinsdale Zoning Code, to read in its entirety as follows:

**Sec. 9-101: Accessory Structures And Uses:**

\*\*\*

G. Short-Term Rentals Prohibited: Short-term rentals as defined in Section 12-206 of this Code are not permitted accessory uses in residential zoning districts and are specifically prohibited as set forth in Section 9-108 of this Code.

**Section 4:** Amendment to Section 9-102 (Home Occupations). Article IX (District Regulations of General Applicability), Section 9-102 (Home Occupations) is amended by adding a new subsection C.8. (Short-Term Rentals Prohibited) of the Hinsdale Zoning Code, to read in its entirety as follows:

**Sec. 9-102: Home Occupations:**

\*\*\*

**C. Use Limitations:**

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8. Short-Term Rentals Prohibited: Short-term rentals as defined in Section 12-206 of this Code do not constitute a home occupation as defined herein and are specifically prohibited within residential zoning districts as set forth in Section 9-108 of this Code.

**Section 5:** Creation of a New Section 9-108 (Short-Term Rentals). Article IX (District Regulations of General Applicability) is amended by adding a new Section 9-108 (Short-Term Rentals) of the Hinsdale Zoning Code, to read in its entirety as follows:

**Sec. 9-108: Short-Term Rentals:**

- A. The Village Board of Trustees finds and determines that short-term rentals as defined in Section 12-206 of this Code present issues within the Village which differ from those presented by longer-term rentals. Parking, noise, excessive activity, the presence of unlicensed animals, and other nuisance activities, along with concerns for the health and safety of renters, the conduct of prohibited commercial activity within residential areas, and the protection of the peaceful and quiet nature of the Village's residential neighborhoods, are of concern to both residents and the Village's elected officials and necessitate the prohibition of short-term rentals in residential zoning districts within the Village.
- B. Except as otherwise provided herein, short-term rentals, as defined in Section 12-206 of this Code, are specifically prohibited within the residential zoning districts in the Village.
- C. The term of any lease or occupancy agreement which has satisfied the minimum term required by the definition of short-term rental in Section 12-206 may be extended on a month to month basis on the condition that the tenant(s) remain(s) the same.
- D. No dwelling unit shall be rented by a tenant more than two (2) times during any twelve (12) month period unless the lease or occupancy agreement has been terminated by the owner for reason of a tenant default.
- E. The restrictions of this Section shall be applicable whether the rental premises comprise(s) all or a part of the principal dwelling unit, or all or part of any accessory structure.
- F. The property owner shall remain responsible for compliance with all applicable provisions of this Code and the Village Code during the term of any rental, occupancy agreement, and/or any occupancy of the rental premises by persons other than the property owner.
- G. No temporary structure shall be permitted to be used for a residential rental, regardless of its term.
- H. The prohibition on short-term rentals as herein provided shall not apply when the immediately preceding owner of a property maintains possession of the dwelling unit after closing on a real estate transaction for the sale thereof and leases said property back from the successor owner for a period of time pursuant to a written

agreement, or in other circumstances where a Village Code Enforcement Officer, upon investigation and in their discretion, determines that the circumstances of the rental do not constitute the repetitive commercial type of rental activity that this Section is intended to prohibit.

- I. Each day a principal dwelling or any accessory structure within a residential zoning district in the Village is offered for rent as a short-term rental, is leased or rented as a short-term rental, and/or each day a principal dwelling or any accessory structure is occupied as a "short term rental", as that term is defined herein, shall constitute a separate violation of this Section.
- J. The operation of any short-term rental within the Village in violation of the provisions of this Section shall be deemed a public nuisance and abated pursuant to all available remedies, including but not limited to injunctive relief.

**Section 6:** Amendment to Section 12-206 (Definitions). Article XII (Applicability and Interpretation), Section 12-206 (Definitions) is amended by adding the following new definition, at its proper alphabetical location, to read in its entirety as follows:

**Sec. 12-206: Definitions:**

When used in this code, the following terms shall have the meanings herein ascribed to them:

\*\*\*

Short-term rental: Leasing, renting, offering or inviting the leasing or renting, or otherwise permitting the leasing or renting of a dwelling unit or portion thereof located within any structure in any zoning district within the Village for overnight lodging on a temporary basis to paying guests for a period of one hundred eighty (180) days or less to any person other than a member of the owner's family. Short-term rentals as defined herein include, but are not limited to, what are sometimes commonly known as vacation rentals. Leases or other lodging agreements or arrangements that are in excess of one hundred eighty (180) days but allow for early termination without penalty prior to one hundred eighty (180) days are considered short-term rentals as defined herein and are prohibited.

**Section 7:** Severability and Repeal of Inconsistent Ordinances. Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

**Section 8:** Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, and attested to by the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

ATTEST:

\_\_\_\_\_  
Emily Tompkins, Village Clerk

**Exhibit A**

**FINDINGS AND RECOMMENDATION  
(ATTACHED)**



STATE OF ILLINOIS       )  
COUNTY OF DUPAGE     ) SS  
COUNTY OF COOK       )

**CLERK'S CERTIFICATE**

I, Emily Tompkins, Clerk of the Village of Hinsdale, in the Counties of DuPage and Cook, State of Illinois, do hereby certify that the attached and foregoing is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE HINSDALE ZONING  
CODE RELATIVE TO SHORT-TERM RENTALS**

which Ordinance was passed by the Board of Trustees of the Village of Hinsdale at a Regular Village Board Meeting on the \_\_\_\_ day of \_\_\_\_\_, 2024, at which meeting a quorum was present, and approved by the President of the Village of Hinsdale on the \_\_\_\_ day of \_\_\_\_\_, 2024.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Hinsdale was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Hinsdale, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Hinsdale, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Village Clerk

[SEAL]

## Bethany Salmon

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**From:** David Zwolinski [REDACTED]  
**Sent:** Thursday, January 25, 2024 7:24 PM  
**To:** Plan Commission  
**Cc:** Thomas Cauley; Kathleen Gargano; Lourdes Garcia; [REDACTED]  
**Subject:** Fwd: SHORT-TERM RENTAL ORDINANCE

Dear Chairman Cashman,

We're looking forward to attending the upcoming plan commission's public hearing regarding short-term rentals in Hinsdale.

We're attaching a letter we sent last January to the entire Village Board, and please share it with the entire commission. Village officials have been very attentive and helpful. They cited our neighbor's short-term rental in September and asked us to join three village attorneys in court, which resulted in them getting fined.

If we can provide you with additional information, please let us know.

Dave & Marge Zwolinski  
[REDACTED]

----- Forwarded message -----

**From:** David Zwolinski [REDACTED]  
**Date:** Tue, Jan 3, 2023 at 6:00 AM  
**Subject:** RE: SHORT-TERM RENTAL ORDINANCE  
**To:** <[tcauley@villageofhinsdale.org](mailto:tcauley@villageofhinsdale.org)>, <[nbyrnes@villageofhinsdale.org](mailto:nbyrnes@villageofhinsdale.org)>, <[sbanke@villageofhinsdale.org](mailto:sbanke@villageofhinsdale.org)>, <[mfisher@villageofhinsdale.org](mailto:mfisher@villageofhinsdale.org)>, <[mposthuma@villageofhinsdale.org](mailto:mposthuma@villageofhinsdale.org)>, <[lhaarlow@villageofhinsdale.org](mailto:lhaarlow@villageofhinsdale.org)>, <[lstifflear@villageofhinsdale.org](mailto:lstifflear@villageofhinsdale.org)>, <[lbacke@villageofhinsdale.org](mailto:lbacke@villageofhinsdale.org)>  
**Cc:** [REDACTED]

Dear Village President Cauley and Board of Trustees:

Happy New Year, and we'd like to thank all of you for the time and work you've contributed to keeping Hinsdale a prestigious community!

As thirty-year residents, we're proud of our village and so glad we raised our family here, and look forward to its future as our grandchildren now enjoy visiting.

However, recent trends on social media have created new marketing real estate tools that we never anticipated and dreamt of before the advent of the Internet and smart-phones.

We're sure most of you have heard of *Airbnb* and various short-term online rentals like *Vrbo* and others. Well, they've arrived in Hinsdale, next door to us at 822 W. 8<sup>th</sup> St. For the past year and a half, we have been



subjected to what feels like living next to a hotel/motel which has turned our longtime neighborhood into a commercial property of strangers.

Many communities in DuPage County, including Naperville, have recently realized that zoning changes are needed to address short-term rentals, and we've included a link to their ordinance.

We've addressed this with Lourdes Garcia over the summer. She has been extremely helpful, but since our last correspondence with her, the situation has gotten progressively worse. The owners of the property also own a house in Western Springs which is also offered as a short-term rental on various rental websites.

The rental property comes furnished, just like hotel rooms, and has "check-in" and "check-out" times. They claim in some of their digital marketing ads that they're looking for long term guests, but we've witnessed various people staying just a few days, with never ending U-Hauls parked on the driveway, moving in and out at all hours of the day and night. One family placed 10 plastic garbage bags and boxes on the ground next to our property line for a week, and also placed a rented dumpster on the driveway for an entire week which their child would play in.

Here's a link to the Naperville short-term rental ordinance:

<https://www.naperville.il.us/globalassets/media/projects/ted-business-group/short-term-rentals/ordinance-20-087.pdf>

We believe that a distinguished area such as ours needs to be proactive instead of reactive; why wait until a significant issue occurs when it can be avoided. Naperville experienced a large Super Bowl party with 150 guests in 2020 which wreaked havoc on neighbors, result of short-term Airbnb guests, an incident which precipitated the need for the ordinance:

<https://napervillelocal.com/naperville-may-restrict-parties-regulate-parking-and-occupancy-for-short-term-rentals-after-more-complaints-arise/>

The 8<sup>th</sup> Street owners encourage families to host family reunions; family reunions are 1–2-day events. They also encourage dogs and pets. Pets in our village need to be licensed with proof of vaccinations that we've provided as residents for three decades. Short-term guests don't have to abide by what the rest of us have to? Who's monitoring this? What are the safe-guards? Many cities across the nation require permits for short-term rentals.

Is this a commercial business operating in a residential area? If so, shouldn't the Village benefit from taxes?

Special insurance is required for short-term rentals. If large issues occur with their guests, they're strangers in a neighborhood. A few vehicles didn't have front license plates. We have three young grandchildren who use our yard all the time. Quite frankly, it's very concerning not knowing who any of these short-term guests are.

Should realtors be required to disclose to prospective buyers that a home next to, or near them, is an Airbnb? We surely wouldn't want to purchase a home next to a hotel, motel, or short-term rental.

Two of the families had grade-school aged children who entered our District's school system. One child appeared at the rental home the night before this year's classes began. Please be aware of the McKinney-Vento Act, a federal law from 1987 that has had many changes over the years. A family can rent a short-term rental in Hinsdale for one night, announce that they're in transition, or "doubled-up," and can enter our

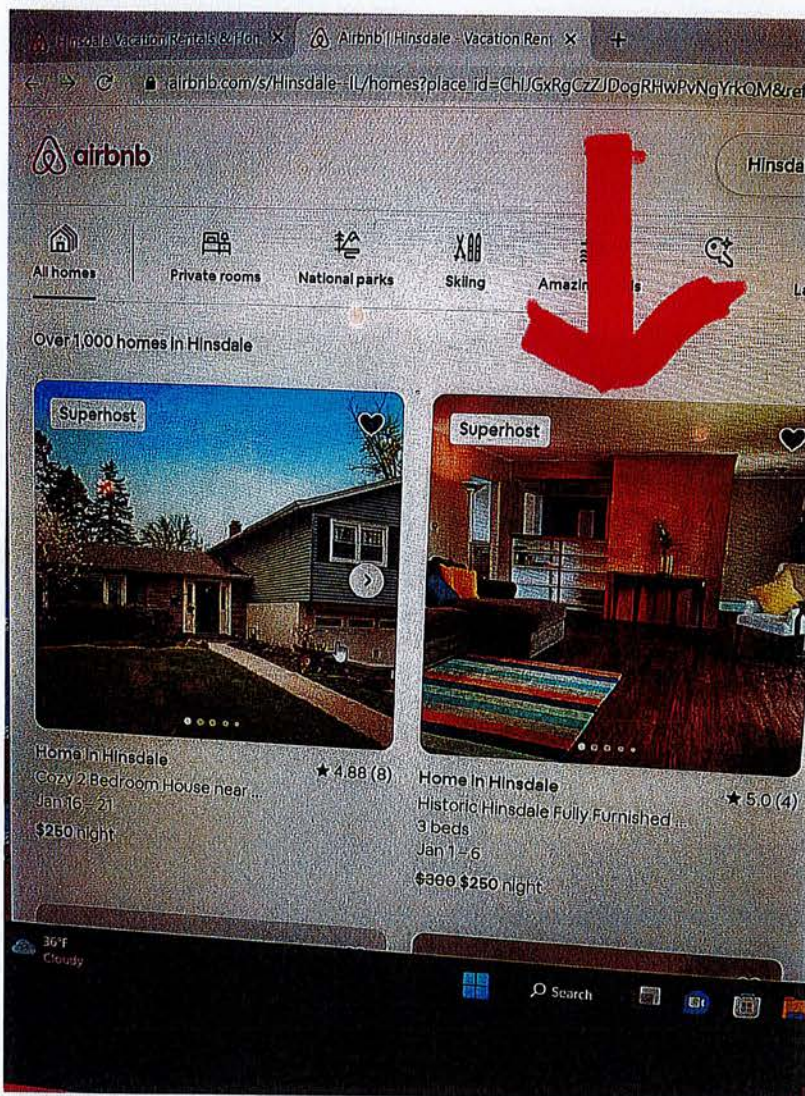


schools for the entire school year, and if they move elsewhere, they can continue staying in our school district until the end of the school year. They are legally entitled to our district's education, required services, and transportation. We're aware and support that this is a necessary and important law to help many in true need; however, it can be abused as well.

It's been difficult for us to write this, but more difficult to live next to a situation that changes continuously. The owners have every right to rent their property, but as residents, we also have the right to feel safe and comfortable with our neighbors, not overnight strangers.

We'd like the Village to consider zoning similar to Naperville. 30-day minimums aren't unreasonable. We hope many of you agree.

Here's an Airbnb screenshot from 12.30.2022 of the property indicating its availability from 1.1.2023 to 1.6.2023, that's a 5-day rental:



Sincerely,

Dave & Marge Zwolinski

809 S. Stough  
Hinsdale, IL 60521

--  
Dave Zwolinski



PLAN COMMISSION  
MEMORANDUM

**DATE:** February 9, 2024

**TO:** Chairman Cashman and Plan Commissioners

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Bethany Salmon, Village Planner

**SUBJECT:** Case A-3-2024 – Text Amendment to Section 9-107 (Buffers and Landscaping) of the Hinsdale Zoning Code Relative to Landscaping and Screening Standards for Non-Residential Uses Abutting Residential Uses – Request by the Village of Hinsdale – **Scheduling of a Public Hearing**

**FOR:** February 15, 2024 Plan Commission Meeting

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**APPLICATION SUMMARY**

A Text Amendment is proposed to Section 9-107(H) of the Zoning Code to strengthen the Village's screening requirements between residential and non-residential uses.

Over the past several years, concerns over landscaping and fencing for development projects adjacent to residential properties have consistently been raised at Plan Commission and Village Board meetings. Based on these prior cases, an ordinance has been drafted that intends to enhance the Village's screening regulations to promote stronger bufferyards between adjacent uses and mitigate impacts to neighboring residential properties.

The proposed language would increase the height of landscape screening from six (6) feet to ten (10) feet at the time of planting within at least a five (5) foot wide landscape buffer along the side or rear lot lines of non-residential properties across the street from or abutting properties in the residential zoning districts. In addition to the required landscaping, an eight (8) foot tall solid opaque fence along the side or rear lot lines would be required. There are no proposed changes to the existing building setback or the outdoor activity area requirements.

The existing code section currently allows an exception to the requirements for building setbacks, landscaping and screening, and outdoor activity areas for any use or structure established prior to the effective date of the Zoning Code adopted in 1989. The proposed language would amend this section to allow the Village Manager or their designee to waive these provisions plus the new fencing requirement for existing uses or structures only in cases where it is deemed impossible or impractical, where there are safety concerns, or an alternative plan would provide an equal or better means of meeting the intent of the code provisions. This exception could apply to situations where there is limited space on site to meet all screening and buffer requirements and would allow for other alternatives to be explored.

New development would be required to meet these regulations and, in cases where they could not be met, an applicant would have to obtain approval of a variation. In almost every case, development projects that would be subject to these requirements would require review and approval from the Plan Commission and Village Board via an Exterior Appearance and Site Plan Review.





## MEMORANDUM

It is requested that the public hearing for this application be scheduled for the next Plan Commission meeting on March 13, 2024.

### **MEETING HISTORY**

Village Board – Referral to the Plan Commission – On January 24, 2024, the Village Board voted to approve a Referral to the Plan Commission for review and consideration of a Text Amendment to the Zoning Code Section 9-107 (Buffers and Landscaping) of Title IX (District Regulations of General Applicability) of the Hinsdale Zoning Code Relative to Nondwelling Uses Abutting Residential Uses.

Per Section 11-601(D)(2)(a) of the Zoning Code, every properly filed and completed application for an amendment shall be referred to the Village Board for a determination as to whether the application merits a hearing and consideration by the Plan Commission or should be summarily denied.

At the January 24, 2024 Board meeting, President Cauley introduced proposed Text Amendment. President Cauley stated he was in favor of stricter screening where non-residential uses abut residential uses. Trustee Byrnes stated he thought it was a good idea to codify the screening regulations. There was discussion about the buffer requirements, the location of landscaping versus fencing, future maintenance issues, and past cases in Hinsdale.

The proposed ordinance has been revised since the Board meeting to modify language regarding an alternative compliance plan, to clarify landscape height at the time of planting, to state that plantings must be densely placed, and to note that, when mature, plantings shall provide continuous screening.

### **REVIEW PROCESS**

Text Amendments are subject to the requirements of Section 11-601 of the Zoning Code. Following a referral by the Board of Trustees to Plan Commission, a public hearing shall be set, noticed, and conducted by the Plan Commission in accordance with Section 11-303. Within 45 days following the conclusion of the public hearing, the Plan Commission shall transmit to the Village Board its recommendation in the form specified by Section 11-103(H). The failure of the Plan Commission to act within 45 days following the conclusion of such hearing, or such further time to which the applicant may agree, shall be deemed a recommendation for the approval of the proposed amendment.

Within 60 days following the receipt of the recommendation of the Plan Commission, or its failure to act as above provided, the Board shall either deny the application or, by ordinance duly adopted, shall grant the amendment, with or without modifications or conditions. The failure of the Board of Trustees to act within 60 days, or such further time to which the applicant may agree, shall be deemed to be a decision denying the application.

The standards listed in Section 11-601(E) shall be considered for all Amendment applications.

### **ATTACHMENTS**

1. Plan Commission and Text Amendment Applications by the Village of Hinsdale
2. Section 9-107 (Buffers and Landscaping)
3. Revised Draft Ordinance



**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

**PLAN COMMISSION APPLICATION**

**I. GENERAL INFORMATION**

**Applicant**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_/\_\_\_\_\_

E-Mail: \_\_\_\_\_

**Owner**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_/\_\_\_\_\_

E-Mail: \_\_\_\_\_

**Others, if any, involved in the project (i.e. Architect, Attorney, Engineer)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_/\_\_\_\_\_

E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_/\_\_\_\_\_

E-Mail: \_\_\_\_\_

**Disclosure of Village Personnel:** (List the name, address and Village position of any officer or employee of the Village with an interest in the owner of record, the Applicant or the property that is the subject of this application, and the nature and extent of that interest)

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_



## II. SITE INFORMATION

Address of subject property: \_\_\_\_\_

Property identification number (P.I.N. or tax number): \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Brief description of proposed project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General description or characteristics of the site: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Existing zoning and land use: \_\_\_\_\_

Surrounding zoning and existing land uses:

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

Proposed zoning and land use: \_\_\_\_\_

**Please mark the approval(s) you are seeking and attach all applicable applications and standards for each approval requested:**

☐ Site Plan Approval 11-604

☐ Design Review Permit 11-605E

☐ Exterior Appearance 11-606E

☐ Special Use Permit 11-602E

Special Use Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐ Map and Text Amendments 11-601E

Amendment Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐ Planned Development 11-603E

☐ Development in the B-2 Central Business District Questionnaire

## TABLE OF COMPLIANCE

Address of subject property: \_\_\_\_\_

The following table is based on the \_\_\_\_\_ Zoning District.

	Minimum Code Requirements	Proposed/Existing Development
Minimum Lot Area (s.f.)		
Minimum Lot Depth		
Minimum Lot Width		
Building Height		
Number of Stories		
Front Yard Setback		
Corner Side Yard Setback		
Interior Side Yard Setback		
Rear Yard Setback		
Maximum Floor Area Ratio (F.A.R.)*		
Maximum Total Building Coverage*		
Maximum Total Lot Coverage*		
Parking Requirements		
Parking front yard setback		
Parking corner side yard setback		
Parking interior side yard setback		
Parking rear yard setback		
Loading Requirements		
Accessory Structure Information		

\* Must provide actual square footage number and percentage.

Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: \_\_\_\_\_

## CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.
- B. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:
1. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
  2. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
  3. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
  4. Location, size, and arrangement of all outdoor signs and lighting.
  5. Location and height of fences or screen plantings and the type or kind of building materials or plantings used for fencing or screening.
  6. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
  7. A traffic study if required by the Village Manager or the Board or Commission hearing the application.
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. The Applicant understands that he/she is responsible for all application fees and any other fees, which the Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.
- F. THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE APPLICATION FEE. BY SIGNING THE APPLICATION, THE OWNER HAS AGREED TO PAY SAID FEE, AND TO CONSENT TO THE FILING AND FORECLOSURE OF A LIEN AGAINST SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN THIRTY (30) DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

On the 9<sup>th</sup> day of January, 2024, I/We have read the above certification, understand it, and agree to abide by its conditions.



Signature of applicant or authorized agent

Signature of applicant or authorized agent

Robert McGinnis

Name of applicant or authorized agent

Name of applicant or authorized agent

SUBSCRIBED AND SWORN

to before me this 9<sup>th</sup> day of

January, 2024.

Emily Tompkins  
Notary Public





**COMMUNITY DEVELOPMENT  
DEPARTMENT  
ZONING CODE TEXT AND MAP  
AMENDMENT APPLICATION**

**Must be accompanied by completed Plan Commission Application**

**Is this a:      Map Amendment                      Text Amendment**

**Address of the subject property**

**Description of the proposed request:**

**REVIEW CRITERIA**

Section 11-601 of the Hinsdale Zoning Code regulates Amendments. The amendment process established is intended to provide a means for making changes in the text of the Zoning Code and in the zoning map that have more or less general significance or application. It is not intended to relieve particular hardships nor to confer special privileges or rights. Rather, it is intended as a tool to adjust the provisions of the Zoning Code and the zoning map in light of changing, newly discovered, or newly important conditions, situations, or knowledge. The wisdom of amending the text of the Zoning Code is a matter committed to the sound legislative discretion of the Board of Trustees and is not dictated by any set standard. However, in determining whether a proposed amendment should be granted or denied the Board of Trustees should be guided by the principle that its power to amend this Code is not an arbitrary one but one that may be exercised only when the public good demands or requires the amendment to be made. In considering whether that principle is satisfied in any particular case, the Board of Trustees should weigh, among other factors, the below criteria.

Below are the 14 standards for amendments that will be the criteria used by the Plan Commission and Board of Trustees in determining the merits of this application. Please respond to each standard as it relates to the application. Please use an additional sheet of paper to respond to questions if needed. If the standard is not applicable, please mark N/A.

1. The consistency of the proposed amendment with the purpose of this Code.
2. The existing uses and zoning classifications for properties in the vicinity of the subject property.
3. The trend of development in the vicinity of the subject property, including changes, if any, such trend since the subject property was placed in its present zoning classification.

4. The extent, if any, to which the value of the subject property is diminished by the existing zoning classification applicable to it.
5. The extent to which any such diminution in value is offset by an increase in the public health, safety, and welfare.
6. The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.
7. The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.
8. The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.
9. The suitability of the subject property for uses permitted or permissible under its present zoning classification.
10. The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.
11. The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under the present zoning classification.

12. The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.
13. The community need for the proposed amendment and for the uses and development it would allow.
14. The reasons, where relevant, why the subject property should be established as part of an overlay district and the positive and negative effects such establishment could be expected to have on persons residing in the area.



## **Sec. 9-107: Buffers And Landscaping:**

### **A. Parking Lots And Garages:**

1. **Parking Lot Screening:** Every parking lot shall be buffered and screened by a perimeter landscaped open space having a width of at least ten feet (10') or the width of the required yard, whichever is less. Village owned parking lots shall be exempt from this requirement.

2. **Parking Lot Interior Landscaping:** In addition to the requirements set forth in subsection A1 of this section, every parking lot shall contain at least one tree of three inches (3") or greater in diameter for each thirty (30) parking spaces constructed after the effective date of this code. Such trees may be provided by the preservation of existing trees or the planting of new trees. Each tree shall be surrounded by a landscaped area of at least thirty six (36) square feet. No existing or new tree located more than five feet (5') outside the perimeter of the paved parking area shall be counted in meeting the requirements of this subsection A2. All islands in excess of fifty (50) square feet created by curbs or other traffic flow regulators shall be landscaped.

Planting islands located within the interior of a parking lot shall be at least six feet (6') in width. Village owned parking lots shall be exempt from this requirement.

3. **Parking Garage Design:** Every parking garage constructed after the effective date of this code, other than garages accessory to single-family dwellings, shall comply with the following design standards:

(a) The exterior walls of the garage shall be such as to shield all parked vehicles from view from the exterior of the garage; and

(b) The exterior surface of the garage shall be constructed of the same materials as, or materials architecturally and aesthetically compatible with, the principal building to which it is accessory.

B. **Loading Spaces:** Every loading space visible from any lot zoned for residential use, whether or not such residential use is within the village, shall be screened on all sides visible from any such lot by an opaque fence, wall, or densely planted evergreen hedge of not less than six feet (6') in height, except as necessary for access.

### **C. Refuse Containers; Outdoor Storage:**

1. **Screening:** All refuse containers and all areas of permitted outdoor storage shall be fully enclosed by an opaque fence, wall, or densely planted evergreen hedge of a height sufficient to completely screen such containers or storage areas from view from adjoining properties and public or private streets.

2. **Location:** No refuse containers or storage areas shall be located between any principal structure and either its front or corner side lot line.

3. **Sanitation:** All refuse containers and areas of permitted outdoor storage shall be kept in a clean and neat condition, and no containers or materials shall be maintained or stored in any manner that creates or emits noxious fumes, odors, or other emissions.

4. **Exemptions:** The requirements of subsection C1 of this section shall not apply to standard receptacles permitted for use by single-family dwellings nor to receptacles accessory to schools. None of the requirements of this subsection C shall apply to receptacles placed and maintained for use by the general public to avoid littering.

D. **Storage Of Class II Vehicles In Residential Districts:** All class II vehicles stored in parking areas in residential districts shall be screened on all sides visible from any neighboring public or private property by an opaque fence, wall, or densely planted hedge of at least six feet (6') in height, except as necessary for access. See subsection [9-101D4\(e\)](#) of this article for additional requirements applicable to such vehicles.

E. **Residential Recreational Facilities:** Outdoor residential recreational facilities accessory to any dwelling located in any single-family residential district shall be buffered and screened by a perimeter landscaped open space equal in width to the applicable required yard or ten feet (10'), whichever is less, and consisting of an

opaque fence, wall, or densely planted evergreen hedge of not less than six feet (6') in height in combination with other landscaping materials. Such screening shall be provided on all sides of such facility visible from any adjoining property or any public or private street. See subsection [9-101D2](#) of this article for additional requirements applicable to such facilities.

F. Antennas And Antenna Support Structures:

1. Accessory Uses: Ground mounted antennas and antenna support structures that are accessory uses under subsection [9-101D](#) of this article, except such antennas and antenna support structures as are permitted pursuant to subsection [9-101D8](#) of this article, shall be buffered and screened by a perimeter landscaped open space equal in width to the applicable required yard or ten feet (10'), whichever is more, and consisting of a densely planted evergreen hedge of not less than six feet (6') in height, in combination with other landscaping materials. Such screening shall be provided between any such ground mounted antenna or antenna support structure and each lot line of the property on which such antenna or antenna support structure is located so as to provide the maximum reasonably achievable screening, as determined by the village manager, of such antenna and antenna support structure from view from adjacent properties and public or private streets. See subsections [9-101D7](#) and [D8](#) of this article for additional requirements applicable to antennas and antenna support structures.

2. Personal Wireless Services Antennas: Ground mounted personal wireless services antennas and antenna support structures and related electronic equipment and equipment structures shall be buffered and screened by a perimeter landscaped open space of not less than ten feet (10') in width, consisting of a densely planted evergreen hedge of not less than six feet (6') in height and other landscaping materials. Such screening shall be provided between any such ground mounted personal wireless services antenna or antenna support structure and each lot line of the property on which such personal wireless services antenna or antenna support structure is located so as to provide the maximum reasonably achievable screening, as determined by the board of trustees, of such personal wireless services antenna and antenna support structure from view from adjacent properties and public or private streets. Such screening requirements may be waived by the board of trustees where the operator of such personal wireless services antenna demonstrates that such screening will substantially interfere with the provision of personal wireless services, in which case the operator shall provide the maximum reasonably achievable screening as is approved by the board of trustees. See applicable district regulations for additional requirements applicable to personal wireless services antennas and antenna support structures.

G. Rooftop Mechanical Equipment: Except for antennas mounted on roofs pursuant to the provisions of this code, all mechanical equipment located on the roof of any building constructed after the effective date of this code shall be fully screened by a parapet wall or other screening structure constructed of the same materials as, or materials architecturally and aesthetically compatible with, the principal building facade to the height of such equipment.

H. Nondwelling Uses Abutting Residential Use: Notwithstanding any other provision of this section [9-107](#), in any case where a lot to be devoted to any use other than use as a dwelling abuts or is across a right of way from any lot zoned for residential use within the village, the use and development of the lot to be devoted to the nondwelling use shall be subject to the following requirements:

1. Building Setback: All buildings more than fifteen feet (15') in height shall be set back from any front or corner side lot line facing a residential district a distance equal to the setback normally required or to the front yard required in the adjacent residential district whichever is greater and from any other yard line a distance equal to the yard normally required or twenty five feet (25'), whichever is greater.

2. Landscaping And Screening: Any front or corner side yard or setback required pursuant to the preceding paragraph shall be treated as a perimeter landscaped open space. Any side or rear lot line abutting a dwelling use or a residential district shall be buffered by a perimeter landscaped open space of at least five feet (5') in



width along such lot line which shall be sufficient to provide a screen at least six feet (6') in height along the entire length of such line.

3. Outdoor Activity Areas: Any area of permitted outdoor activity likely to produce visual or auditory disturbance or annoyance on any abutting residential lot shall be separated from said lot by a perimeter landscaped open space at least twenty feet (20') wide or by a buffer found by the village manager to be reasonably sufficient to create a visual barrier, to absorb and diffuse noise, and to ensure the private enjoyment of said lot.

The provisions of this subsection H shall not apply to any use or structure established prior to the effective date of this code.

I. General Landscaping And Maintenance Requirements: Except for accessory uses expressly permitted to be located in required yards, all yards and open space between and about structures and off street parking and loading areas and lots shall be landscaped and kept free of accumulations of garbage, trash, refuse, debris, and other unsightly or nuisance creating materials. All landscaping shall be continually maintained by the owner or other person responsible for maintenance of the premises, and all planting areas shall be kept free of weeds and debris. Undeveloped areas shall be mowed and kept free of accumulations of garbage, trash, refuse, debris, and other unsightly or nuisance creating materials until developed.

J. Fences And Walls: Fences and walls erected as permitted obstructions in any required yard shall comply with the requirements of section [9-12-3](#) of the village code.

K. Screening And Landscaping Within Sight Triangles: Notwithstanding any other provision of this section, no landscaping, fencing, or other screening shall be erected or maintained at a height in excess of two and one-half feet (2½') within the area of any sight triangle as defined in title 7, chapter 1, article D of the village code.

L. Perimeter Landscaped Open Space: Except as expressly provided otherwise in the regulations requiring a perimeter landscaped open space, such open space shall extend along the entire length of the lot line in question and shall have width equal to ten feet (10') or the depth of the yard required along the lot line in question, whichever is greater. Perimeter landscaped open space shall be broken only by required access drives. Such perimeter landscape space shall be suitably surfaced with grass, ground cover, or decorative paving material, or a combination thereof; and shall contain landscaping such as ornamental trees and shrubs or appropriate screening devices such as decorative walls, fences, or berms, or a combination thereof. The landscaping and screening treatment of such space shall be so designed and maintained as to preserve unobstructed vision of the street and sidewalk at points of access and as not to interfere with, or be damaged by, work within any public or utility easement unless the village manager shall determine that no other location is reasonably feasible. (Ord. 97-4, §8, 3-4-1997; Ord. 99-6, §7E, 3-2-1999; Ord. O2006-44, §4, 6-20-2006)

**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 9-107 (BUFFERS AND LANDSCAPING) OF  
TITLE IX (DISTRICT REGULATIONS OF GENERAL APPLICABILITY) OF THE  
HINSDALE ZONING CODE RELATIVE TO NONDWELLING USES ABUTTING  
RESIDENTIAL USES**

**WHEREAS**, the Village of Hinsdale (the “Village”) received an application (the “Application”) from the Village of Hinsdale (the “Applicant”) pursuant to Section 11-601 of the Hinsdale Zoning Code (Zoning Code”) for amendments to the text of subsection H of Section 9-107 of the Zoning Code regarding the use and development of nondwelling lots abutting residential lots relative to screening and fencing to be provided (the “Proposed Text Amendments”); and

**WHEREAS**, the Board of Trustees has given preliminary consideration to the Application pursuant to Section 11-601(D)(2) of the Zoning Code, and has referred the Application to the Plan Commission of the Village for consideration and a hearing. The Application has been processed in accordance with the Zoning Code, as amended; and

**WHEREAS**, on \_\_\_\_\_, 2024, the Plan Commission held a public hearing on the Application pursuant to notice thereof properly published in The Hinsdalean, and, after considering all of the testimony and evidence presented at the public hearing, recommended approval of the Application by a vote of \_\_ (\_\_) in favor, \_\_\_\_ (\_\_) against and \_\_ (\_\_) absent, as set forth in the Plan Commission’s Findings and Recommendation for Plan Commission Case No. \_\_\_\_\_-2024 (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit A** and made a part hereof; and

**WHEREAS**, the Village is an Illinois non-home rule municipality, having all of the powers and authority granted to such municipalities pursuant to law, including but not limited to authority to classify, regulate and restrict the location of trades and industries and the location of buildings designed for specified industrial, business, residential and other uses, and the authority to divide the Village into districts as deemed necessary by the Board of Trustees to carry out the purposes of Division 13 of the Illinois Municipal Code (65 ILCS 5/11-13-1 et seq.) relative to zoning within the Village; and

**WHEREAS**, the President and Board of Trustees of the Village have duly considered the Findings and Recommendation of the Plan Commission, the factors set forth in Section 11-601(E) of the Hinsdale Zoning Code and all of the facts and circumstances affecting the Application.

**NOW, THEREFORE, BE IT ORDAINED**, by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

**Section 1: Incorporation.** Each whereas paragraph set forth above is incorporated by reference into this Section 1.

**Section 2: Findings.** The President and Board of Trustees, after considering the Findings and Recommendation of the Plan Commission, and other matters properly before it, adopts and incorporates the Findings and Recommendation of the Plan Commission as the findings of this President and the Board of Trustees, as completely as if fully recited herein at length. The President and Board of Trustees further find that the proposed text amendments set forth below are demanded by and required for the public good.

**Section 3: Amendment to Section 9-107 (Buffers and Landscaping).** Article IX (District Regulations of General Applicability), Section 9-107 (Buffers and Landscaping), subsection H, is amended to read in its entirety as follows:

“H. Nondwelling Uses Abutting Residential Uses: Notwithstanding any other provision of this Section 9-107, in any case where a lot to be devoted to any use other than use as a dwelling abuts or is across a right of way from any lot zoned for residential use within the village, the use and development of the lot to be devoted to the nondwelling use shall be subject to the following requirements:

1. Building Setback: All buildings more than fifteen feet (15') in height shall be setback from any front or corner side lot line facing a residential district a distance equal to the setback normally required or to the front yard required in the adjacent residential district whichever is greater and from any other yard line a distance equal to the yard normally required or twenty five feet (25'), whichever is greater.
2. Landscaping and Screening: Any front or corner side yard or setback required pursuant to the preceding paragraph shall be treated as a perimeter landscaped open space. Any side or rear lot line abutting a dwelling use or a residential district shall be buffered by a perimeter landscaped open space of at least five feet (5') in width along such lot line which shall be sufficient to provide a screen at least ~~six~~ ten feet (~~6'~~10') in height along the entire length of such line at the time of planting. Plantings shall be densely placed and shall, when mature, provide continuous screening of the property from view from adjacent streets and residential properties.
3. Outdoor Activity Areas: Any area of permitted outdoor activity likely to produce visual or auditory disturbance or annoyance on any abutting residential lot shall be separated from said lot by a perimeter landscaped open space at least twenty feet (20') wide or by a buffer found by the village manager to be reasonably sufficient to create a visual barrier, to absorb and diffuse noise, and to ensure the private enjoyment of said lot.

4. Fencing: Any side or rear lot line abutting a dwelling use or a residential district shall be screened with an eight foot (8') tall solid opaque fence in addition to the landscape screening requirements provided for in subsection 2 above.

~~The provisions of this subsection H shall not apply to any use or structure established prior to the effective date of this code.~~

5. Alternative Compliance: In order to allow for flexibility in addressing unique, site-specific redevelopment challenges, the Village Manager or his / her designee is authorized to administratively waive the provisions of this subsection H and approve an alternative compliance plan for any use or structure established prior to the effective date of this code when it is determined that one or more of the following conditions are present:

- (a) The site has space limitations or an unusual shape that makes strict compliance impossible or impractical;
- (b) Conditions on or adjacent to the site such as topography, soils, vegetation or existing structures or utilities are such that strict compliance is impossible, impractical or of no value in terms of advancing the general purposes of this subsection;
- (c) Safety considerations such as intersection visibility, utility locations, etc., make alternative compliance necessary; or
- (d) Creative, alternative landscape plans will provide an equal or better means of meeting the intent of the landscaping and screening regulations of this subsection."

**Section 4: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

**Section 5: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, and attested to by  
the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

ATTEST:

\_\_\_\_\_  
Emily Tompkins, Village Clerk

**Exhibit A**

**FINDINGS AND RECOMMENDATION  
(ATTACHED)**

STATE OF ILLINOIS       )  
COUNTY OF DUPAGE     ) SS  
COUNTY OF COOK       )

**CLERK'S CERTIFICATE**

I, Emily Tompkins, Clerk of the Village of Hinsdale, in the Counties of DuPage and Cook, State of Illinois, do hereby certify that the attached and foregoing is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 9-107 (BUFFERS AND LANDSCAPING)  
OF TITLE IX (DISTRICT REGULATIONS OF GENERAL APPLICABILITY) OF THE  
HINSDALE ZONING CODE RELATIVE TO NONDWELLING USES ABUTTING  
RESIDENTIAL USES**

which Ordinance was passed by the Board of Trustees of the Village of Hinsdale at a Regular Village Board Meeting on the \_\_\_\_ day of \_\_\_\_\_, 2024, at which meeting a quorum was present, and approved by the President of the Village of Hinsdale on the \_\_\_\_ day of \_\_\_\_\_, 2024.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Hinsdale was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Hinsdale, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Hinsdale, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Village Clerk

[SEAL]



PLAN COMMISSION  
MEMORANDUM

**DATE:** February 9, 2024

**TO:** Chairman Cashman and Plan Commissioners

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Bethany Salmon, Village Planner

**RE:** Case A-1-2024 – Sign Permit Review – 34 E. Hinsdale Avenue – Brasi’s Pizzeria – Installation of One (1) Wall Sign

**FOR:** February 15 2024 Historic Preservation Commission Meeting

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**SUMMARY**

The Village of Hinsdale has received a sign permit application from Aubrey Sign Company requesting approval to install one (1) new wall sign for Brasi’s Pizzeria located at 34 E. Hinsdale Avenue. The existing one-story building is located in the B-2 Central Business District and the Downtown Historic District.

**REQUEST AND ANALYSIS**

The applicant is requesting to install one (1) new wall sign for a new restaurant tenant, Brasi’s Pizzeria, located at 34 E. Hinsdale Avenue. The proposed non-illuminated wall sign measures 26” tall and 137” wide, with an overall sign face area of 25 square feet. The wall sign consists of red and white acrylic letters on a solid black aluminum background. The proposed sign is similar in design and matches the size of the former wall sign installed for Bake Homemade Pizza.

Per Section 9-106(J), in the B-2 District, two (2) awning valance, canopy valance, wall, or permanent window signs are allowed per user. The maximum gross surface area of all awning valance, canopy valance, wall, and permanent window signs for the entire building shall not exceed the greater of: 1) one square foot per foot of building frontage, up to a maximum of one hundred (100) square feet, or 2) twenty five (25) square feet for each business that has a separate ground level principal entrance directly to the outside of the building onto a street, alley, courtyard, or parking lot. The proposed wall sign meets the maximum 25 square feet of total sign face area allowed for the tenant space.

**MEETING HISTORY**

Historic Preservation Commission Meeting – January 11, 2024 – Mike Hoffer, representing Aubrey Sign Company, provided an overview of the proposed sign and answered questions from the Commissioners. Mr. Hoffer stated that his company designed the former sign for Bake Homemade Pizza and the proposed sign was nearly identical to the original design. Only the sign copy had been altered to reflect the new business, Brasi’s Pizzeria. The applicant confirmed the sign was non-illuminated. There was a brief discussion on the prior approval for Bake Homemade Pizza’s sign, where the Commission did not want the sign to be mounted to the brick above the storefront. Commissioners expressed no issues with the proposed sign.





## MEMORANDUM

The Historic Preservation Commission, by a vote of four (4) ayes and zero (0) nays, with three (3) absent, recommended approval of Case A-1-2024 – Sign Permit Review – 34 E. Hinsdale Avenue – Brasi’s Pizzeria – Installation of One (1) Wall Sign.

### **PROCESS**

Per Section 11-607(D), sign permit applications shall be reviewed and approved by the Plan Commission and do not require public notification. Per Village Code Section 14-5-1(B), the Historic Preservation Commission shall review signage in the Historic District. The final decision of the Historic Preservation Commission shall be advisory only.

The Plan Commission maintains final authority on signage with no further action required by the Board of Trustees. Per Section 11-607(E), no sign permit shall be granted pursuant to this section unless the applicant shall establish that:

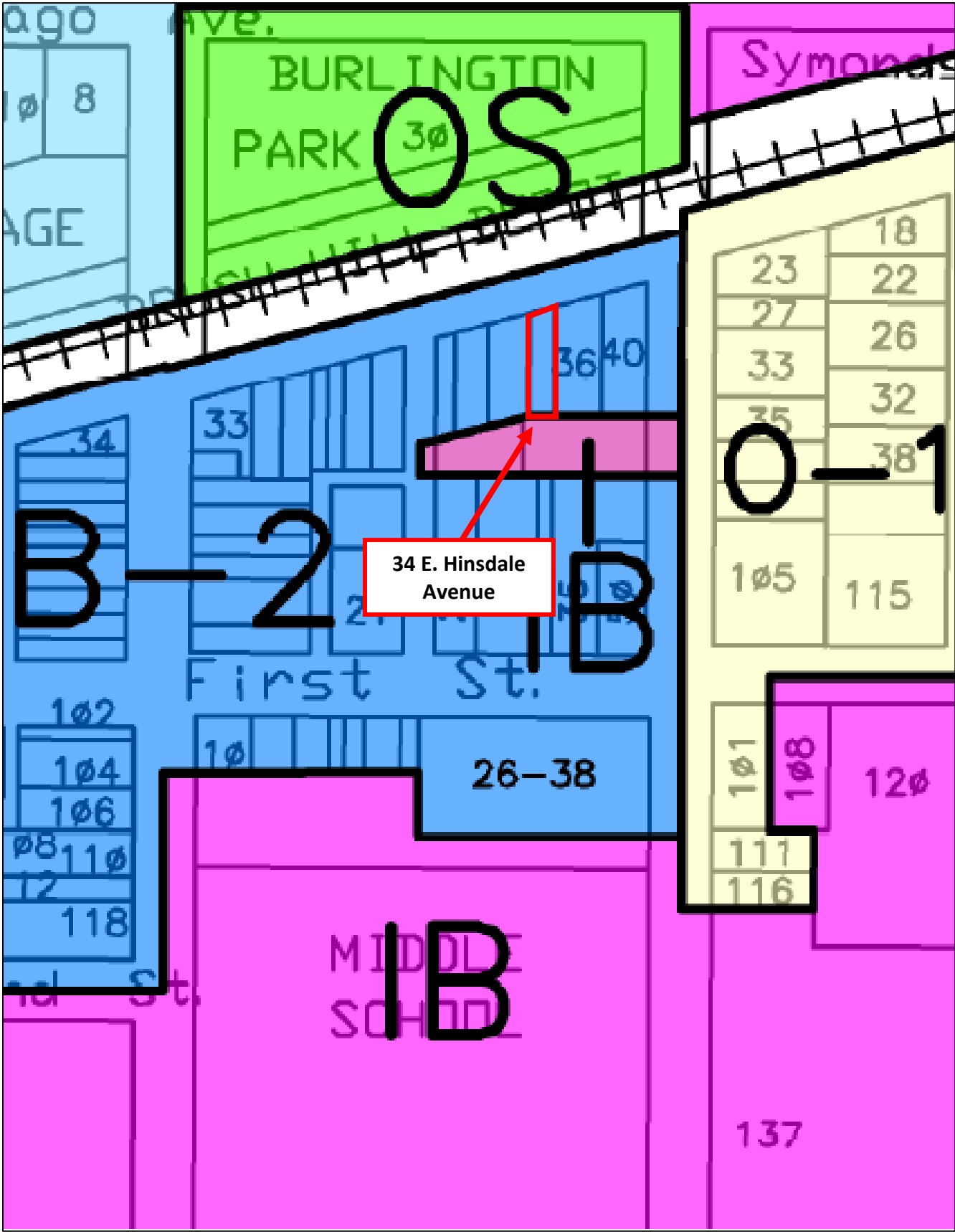
1. Visual Compatibility: The proposed sign will be visually compatible with the building on which the sign is proposed to be located and surrounding buildings and structures in terms of height, size, proportion, scale, materials, texture, colors, and shapes.
2. Quality of Design and Construction: The proposed sign will be constructed and maintained with a design and materials of high quality and good relationship with the design and character of the neighborhood.
3. Appropriateness to Activity: The proposed sign is appropriate to and necessary for the activity to which it pertains.
4. Appropriateness to Site: The proposed sign will be appropriate to its location in terms of design, landscaping, and orientation on the site, and will not create a hazard to pedestrian or vehicular traffic, detract from the value or enjoyment of neighboring properties, or unduly increase the number of signs in the area.

### **ATTACHMENTS**

1. Zoning Map and Project Location
2. Aerial View
3. Birds Eye View
4. Street View
5. Sign Application and Exhibits



Village of Hinsdale Zoning Map and Project Location



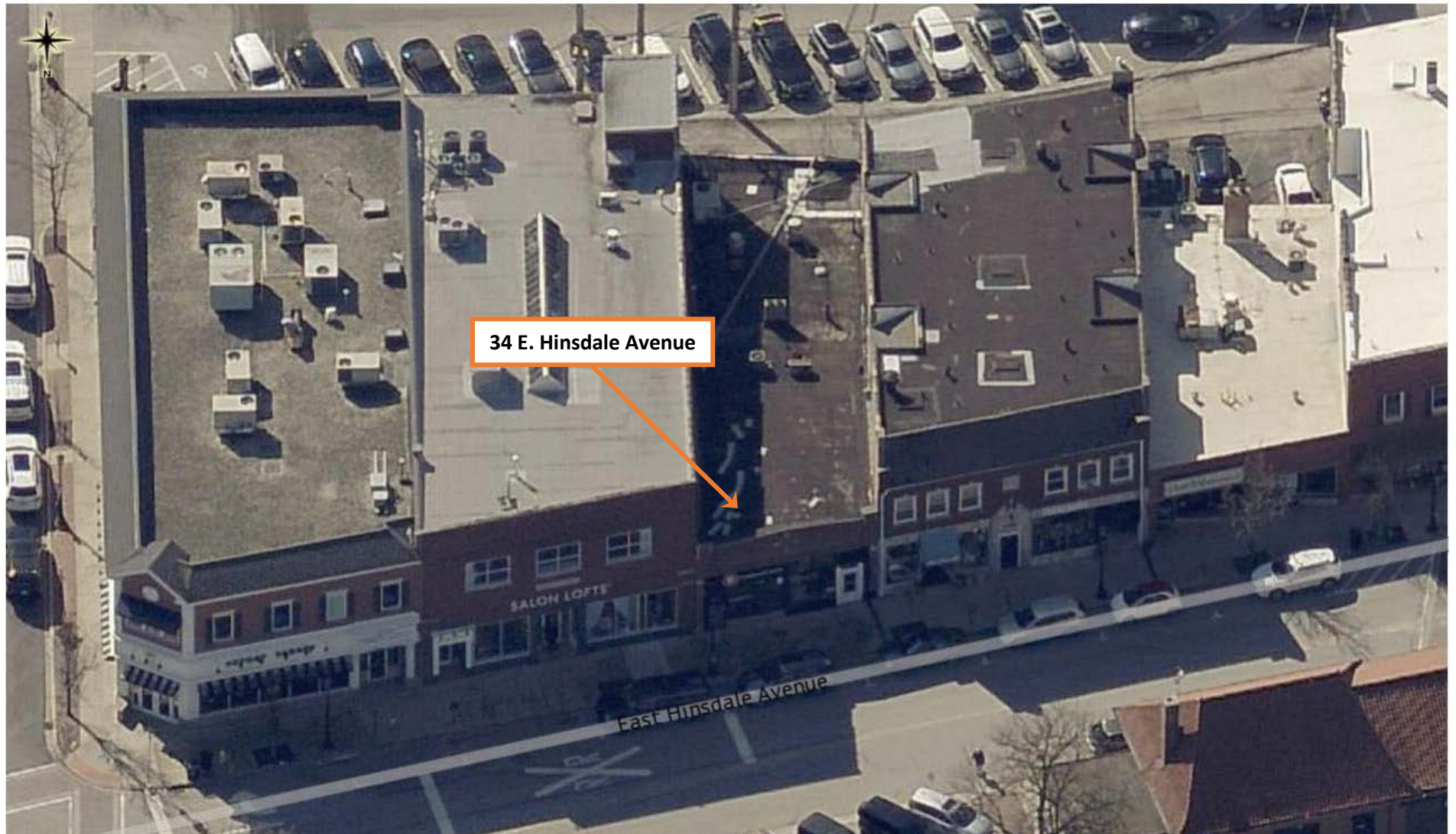


Aerial View – 34 E. Hinsdale Avenue





## Birds Eye View – 34 E. Hinsdale Avenue



Street View – 34 E. Hinsdale Avenue







VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT

**Applicant**

Name: Tyler Stone  
Address: 1847 Suncast Ln  
City/Zip: Batavia, 60510  
Phone/Fax: (630) 482 / 9901  
E-Mail: tyler.stone30@att.net  
Contact Name: Tyler Stone

**Contractor**

Name: Aubrey Sign Company  
Address: 1847 Suncast Ln  
City/Zip: Batavia, 60510  
Phone/Fax: (630) 482 / 9901  
E-Mail: tyler.stone30@att.net  
Contact Name: Tyler Stone

ADDRESS OF SIGN LOCATION: 34 Hinsdale Ave.

ZONING DISTRICT: B-2 Central Business District

SIGN TYPE: Wall Sign

ILLUMINATION None

**Sign Information:**

Overall Size (Square Feet): 24.7 ( 26 x 137 )

Overall Height from Grade: 12 Ft.

Proposed Colors (Maximum of Three Colors):

- ① black
- ② white
- ③ red

**Site Information:**

Lot/Street Frontage: 18ft

Building/Tenant Frontage: 18ft

Existing Sign Information:

Business Name: Brasi's Pizzeria

Size of Sign: 24.7 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

[Signature]  
Signature of Applicant

12/6/23  
Date

[Signature]  
Signature of Building Owner

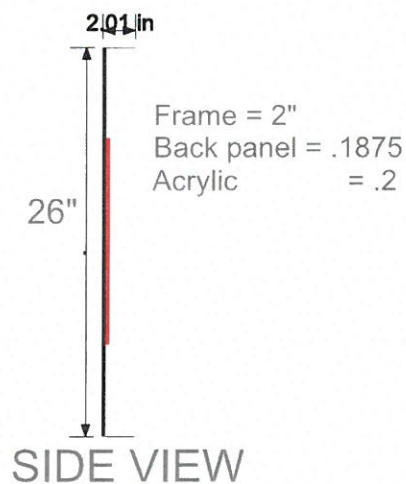
12/6/23  
Date

**FOR OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_





Sign details: applied red and white acrylic letters on black aluminum panel, "Brasi's Pizzeria".  
Panel is mounted to window mullions.  
Dimensions: 26" H x 137" W = 24.7 sq. ft.  
Allowable sign limit: 25 sq. ft.

Account:  
Brasi's Pizzeria

Location:  
34 HINSDALE AVE  
HINSDALE, IL

Date: 11/10/23  
REVISED

THIS ARTWORK REMAINS THE INTELLECTUAL PROPERTY OF THE AUBREY SIGN CO. UNTIL PAID FOR, IN FULL, BY CUSTOMER. USE OF THIS ARTWORK FOR ANY COMMERCIAL PURPOSE WITHOUT OUR WRITTEN PERMISSION WILL RESULT IN A \$1,000 PENALTY.

PLEASE REVIEW, SIGN AND DATE THIS - INDICATING YOUR APPROVAL.

approved by \_\_\_\_\_

date \_\_\_\_\_

**Aubrey**  
SIGN CO.

1847 Suncast Lane  
Batavia, IL 60510

Ph: 630-482-9901  
Fax: 630-482-9906

[www.aubreysigns.com](http://www.aubreysigns.com)

Email:  
[paul@aubreysigns.com](mailto:paul@aubreysigns.com)



To Whom it may concern:

I Danette Spinzola authorize Aubrey Sign Company to do work at 34 Hinsdale Ave, Hinsdale IL. To install the approved signage on the property.

Property Owner Signature

Print

Danette Spinzola

Date

12/7/2023



PLAN COMMISSION  
MEMORANDUM

**DATE:** February 9, 2024

**TO:** Chairman Cashman and Plan Commissioners

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Bethany Salmon, Village Planner

**RE:** Case A-4-2024 – 50 S. Lincoln Street & 120 W. Hinsdale Avenue – BMO Bank – Installation of Three (3) Wall Signs, One (1) Canopy Sign, New Signs Faces on One (1) Existing Pylon Sign, and a New Sign Faces on One (1) Ground Sign

**FOR:** February 15, 2024 Plan Commission Meeting

**SUMMARY**

The Village of Hinsdale received a sign permit application from Olympik Sign Co. requesting approval to install three (3) wall signs, one (1) canopy sign, new sign faces on one (1) existing pylon sign, and new sign faces on one (1) existing ground sign for BMO Bank located at 50 S. Lincoln Street & 120 W. Hinsdale Avenue. The subject property is located in the O-2 Limited Office District.

The property consists of two existing buildings. The bank office building is located at 50 S. Lincoln Street. The ATM drive-through building is located at 120 W. Hinsdale Avenue. No changes are proposed to the existing directional signs on site. The property is not located in the Downtown Historic District and does not require review by the Historic Preservation Commission.

**REQUEST AND ANALYSIS**

The applicant is requesting to install three (3) wall signs, one (1) canopy sign, new sign faces on one (1) existing pylon sign, and new sign faces on one (1) existing ground sign, as described below and summarized in the following tables.

50 S. Lincoln Street - Bank Office Building				
Sign	Sign Type	Dimensions	Sign Face Area	Illumination
1 (S1)	New Sign Face - Existing Ground Sign	10' x 3'-10 1/2"	38.8 sq. ft.	Internal – Illuminated Push Thru Letters & Logo
2 (S2)	Wall Sign	2'-7" x 12'-8"	32.7 sq. ft.	Internal – Halo-lit and Face-Lit Letters & Logo
3 (S3 & S4)	New Sign Face - Existing Pylon Sign	3'-2 7/8" x 4'-5 7/8"	14.4 sq. ft. of the overall 18.8 sq. ft.	Non-Illuminated - No Change

## MEMORANDUM

120 W. Hinsdale Avenue – ATM Drive-Through Building				
Sign	Sign Type	Dimensions	Sign Face Area	Illumination
4 (A1)	Wall Sign	2'-3 3/4" x 6'-7 3/4"	15.4 sq. ft.	Internal – Halo-lit and Face-Lit Letters & Logo
5 (A2)	Canopy Sign	9" x 3'-8"	2.8 sq. ft.	Internal – Illuminated Push Thru Letters & Logo
6 (A6)	Wall Sign (ATM Machine)	3'-3 3/4" x 1'-3 3/4"	4.1 sq. ft.	Internal – Illuminated Letters & Logo

Sign Face Replacement for One (1) Ground Sign (Sign 1) – The applicant is requesting approval to install new sign faces on each side of the existing ground sign located at the corner of Lincoln Street and Hinsdale Avenue. The proposed sign face will consist of an opaque blue aluminum panel with white and red routed push-thru acrylic letters and a logo. The sign will measure 10' wide and 3'-10.5" tall, with a sign face area of 38.8 square feet. There are no proposed changes to the existing white cabinet structure, which has an overall height of 5'-8".

Per Section 9-106(J), in the O-2 District, one (1) ground sign with a maximum sign face area of fifty (50) square feet and maximum height of eight (8) feet is allowed per lot. The proposed signs meet Zoning Code requirements.

Sign Face Replacement for One (1) Pylon Sign (Sign 3) – The applicant is requesting approval to install new sign faces on each side of the existing brick pylon sign located off of First Street, south of the bank office building. The proposed sign face will consist of a non-illuminated blue aluminum panel with white and red aluminum cut out letters and a logo. The proposed sign face will measure 4'-5 3/8" wide and 3'-2 7/8" tall, with a sign face area of 14.4 square feet. There are no proposed changes to the existing white sign cabinet structure offset behind the sign, which measures 4' tall and 4'-5 3/8" wide, and provides for an overall sign face area of 18.8 square feet.

The existing brick pylon sign is considered non-conforming and is subject to Section 10-106 of the Zoning Code. No non-conforming sign shall be changed or altered in any manner that would increase the degree of its non-conformity, be enlarged or expanded, be structurally altered to prolong its useful life, or be moved in whole or in part to any other location where it would remain non-conforming. A change in sign message which does not otherwise violate the provisions of the Zoning Code is allowed. The Village has consistently allowed for the sign face replacement on this pylon sign provided that no new non-conformities are created or any existing non-conformities are not expanded or enlarged. The proposed sign will remain non-illuminated and does not exceed the current sign face area or dimensions.

Three (3) Wall Signs and One (1) Canopy Sign (Signs 2, 4, 5, 6) – One (1) wall sign is proposed on bank office building at 50 S. Lincoln Street. Two (2) wall signs and one (1) canopy sign are proposed for the ATM drive-through building at 120 W. Hinsdale Avenue, described further in detail below.

## MEMORANDUM

Per Section 9-106(J), in the O-2 District, two (2) awning valance, canopy valance, wall, or permanent window signs are allowed per user. A maximum gross surface area of all awning valance, canopy valance, wall, and permanent window signs for the entire building shall not exceed one (1) square foot per foot of building frontage, up to a maximum of one hundred (100) square feet.

The four (4) signs are considered non-conforming as only two (2) signs are allowed per the current code requirements. Non-conforming signs are subject to Section 10-106 of the Zoning Code. A change in sign message is allowed, as discussed for the existing pylon sign above, provided that no new non-conformities are created or any existing non-conformities are not expanded or enlarged.

Wall signs may have a maximum height of 20 feet measured from the top of sign to adjacent grade or no higher than the bottom of any second floor window, whichever is less. The proposed signs meet code requirements for size and mounting height.

Collectively, the wall signs will measure 55 square feet. Individual sign sizes are described below:

- Sign 2 – The proposed illuminated wall sign will be located in the same location as the existing sign on the north elevation of the bank office building facing Hinsdale Avenue. The sign face will consist of an opaque blue aluminum backer panel with halo-lit and face-lit channel letters and a logo in white and red. The proposed sign will measure 12'-8" wide and 2'-7" tall, with a sign face area of 32.7 square feet.
- Sign 4 – The proposed illuminated wall sign will be located in the same location as the existing sign on the east elevation of ATM drive-through building facing the shared parking lot. The sign face will consist of halo-lit and face-lit channel letters and a logo in white and red. The sign will measure 6'-7 3/4" wide and 2'-3 3/4" tall, with a sign face area of 15.4 square feet.
- Sign 5 – The proposed illuminated canopy sign will be located in the same location as the existing sign on the ATM drive-through building. The sign will be located above the westernmost drive-through on the north elevation facing Hinsdale Avenue. The proposed sign face will consist of push-thru letters and a logo in white and red on blue and white staggered backer panels. The sign will measure 3'-8" wide and 9" tall, with a sign face area of 2.8 square feet. There are no proposed changes to the existing information signage, which includes the open signs above the drive-through lanes and clearance height signs.
- Sign 6 – Per the Zoning Code and past practice, the ATM drive-through machine signage is considered a wall sign. The proposed illuminated sign face will be located in the existing sign cabinet on both sides of the upper portion of the ATM drive-through machine in the westernmost lane. The sign face will consist of a blue background with letters and a logo in white and red. The sign will measure 3'-3/4" wide and 1'-3 3/4" tall, with a sign face area of 4.1 square feet. No changes are proposed to the existing non-illuminated ATM panel signs on the sides of the ATM machines.

Illumination – All illuminated signs are required to meet the Village's lighting standards. The illumination of any sign, resulting from any internal or external artificial light source, may not exceed 50 foot-candles when measured with a standard light meter held perpendicular to the sign face at a distance equal to the narrowest dimension of such sign face. All artificial illumination shall be so designed, located, shielded,



## MEMORANDUM

and directed as to illuminate only the sign face or faces and to prevent the casting of glare or direct light upon adjacent property or streets.

No residentially zoned properties abut the subject property.

Per the Zoning Code requirements, internally illuminated signs shall not have a translucent background and only the sign message shall permit transmission of any light through the sign face. As shown on the night renderings provided by the application, for all illuminated signs, the blue aluminum panels will be opaque, with only the sign message and lettering showing lighting through when illuminated at night to meet code requirements.

### **PROCESS**

Per Section 11-607(D) and the nature of the request, this application shall be reviewed and approved by the Plan Commission and does not require public notification. Plan Commission maintains final authority on signage with no further action required by the Board of Trustees. Per Section 11-607(E), no sign permit shall be granted pursuant to this section unless the applicant shall establish that:

1. Visual Compatibility: The proposed sign will be visually compatible with the building on which the sign is proposed to be located and surrounding buildings and structures in terms of height, size, proportion, scale, materials, texture, colors, and shapes.
2. Quality of Design and Construction: The proposed sign will be constructed and maintained with a design and materials of high quality and good relationship with the design and character of the neighborhood.
3. Appropriateness to Activity: The proposed sign is appropriate to and necessary for the activity to which it pertains.
4. Appropriateness to Site: The proposed sign will be appropriate to its location in terms of design, landscaping, and orientation on the site, and will not create a hazard to pedestrian or vehicular traffic, detract from the value or enjoyment of neighboring properties, or unduly increase the number of signs in the area.

### **ATTACHMENTS**

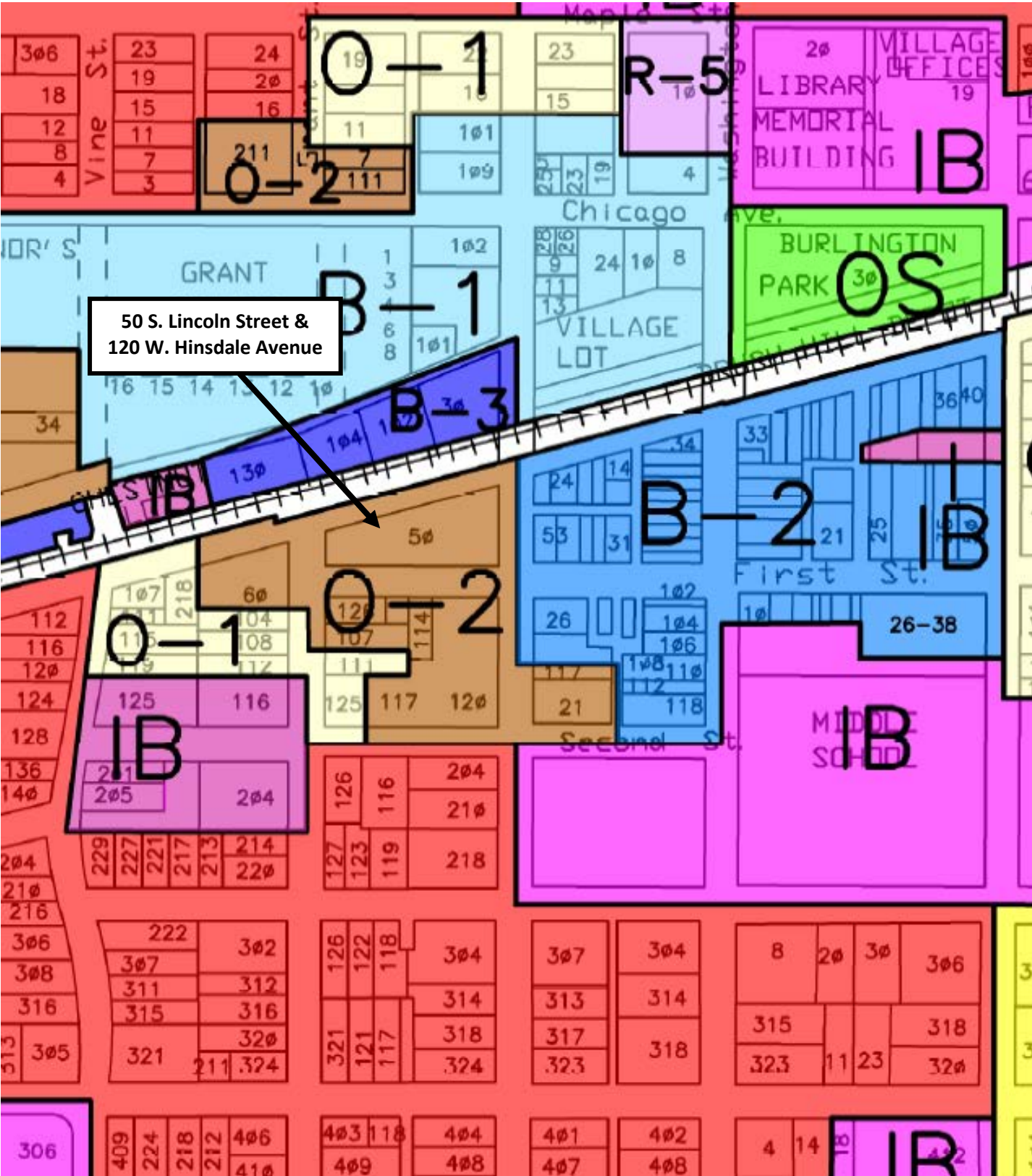
1. Zoning Map and Project Location
2. Aerial View
3. Birds Eye View
4. Street View
5. Sign Application and Exhibits





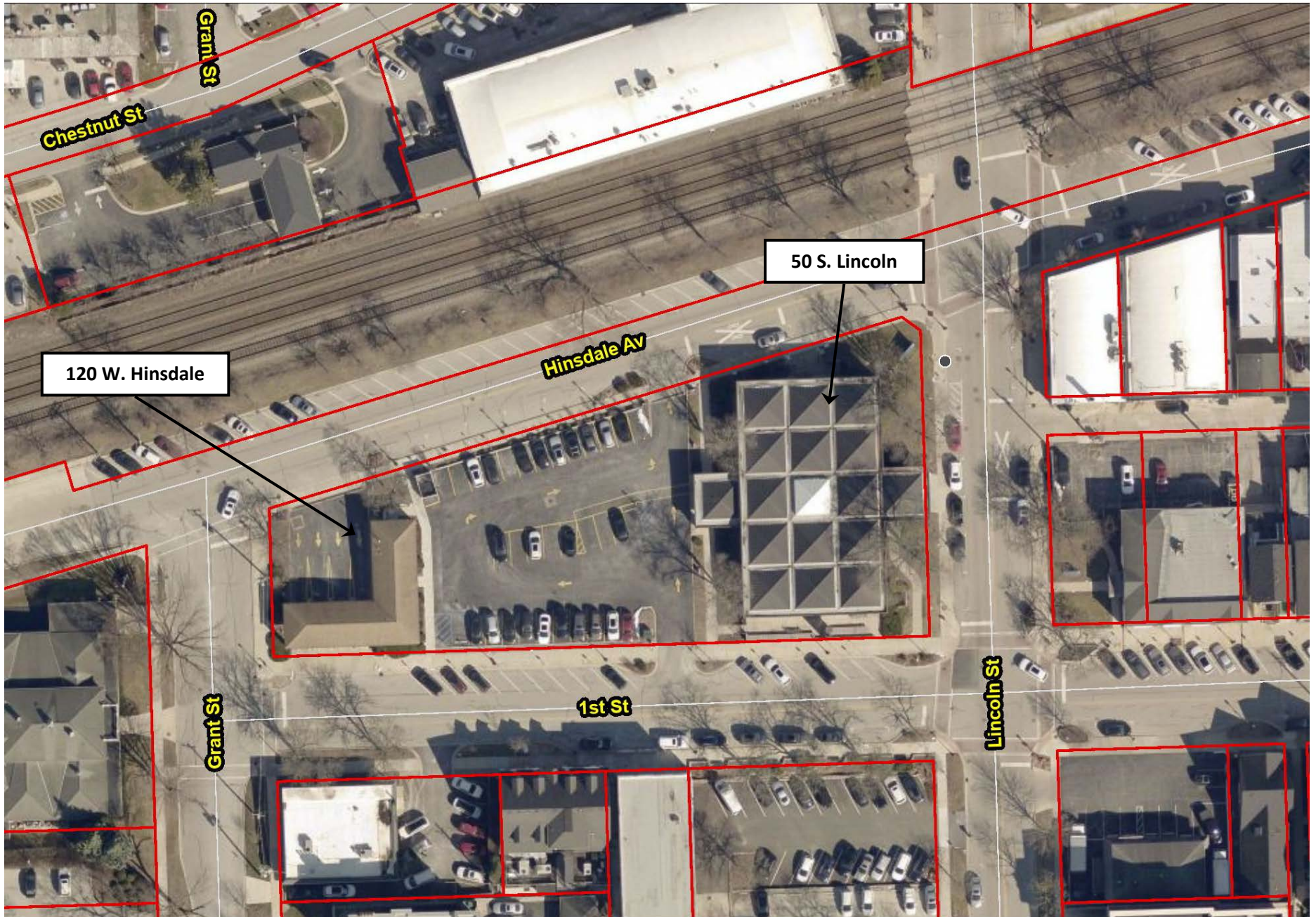


Village of Hinsdale Zoning Map and Project Location



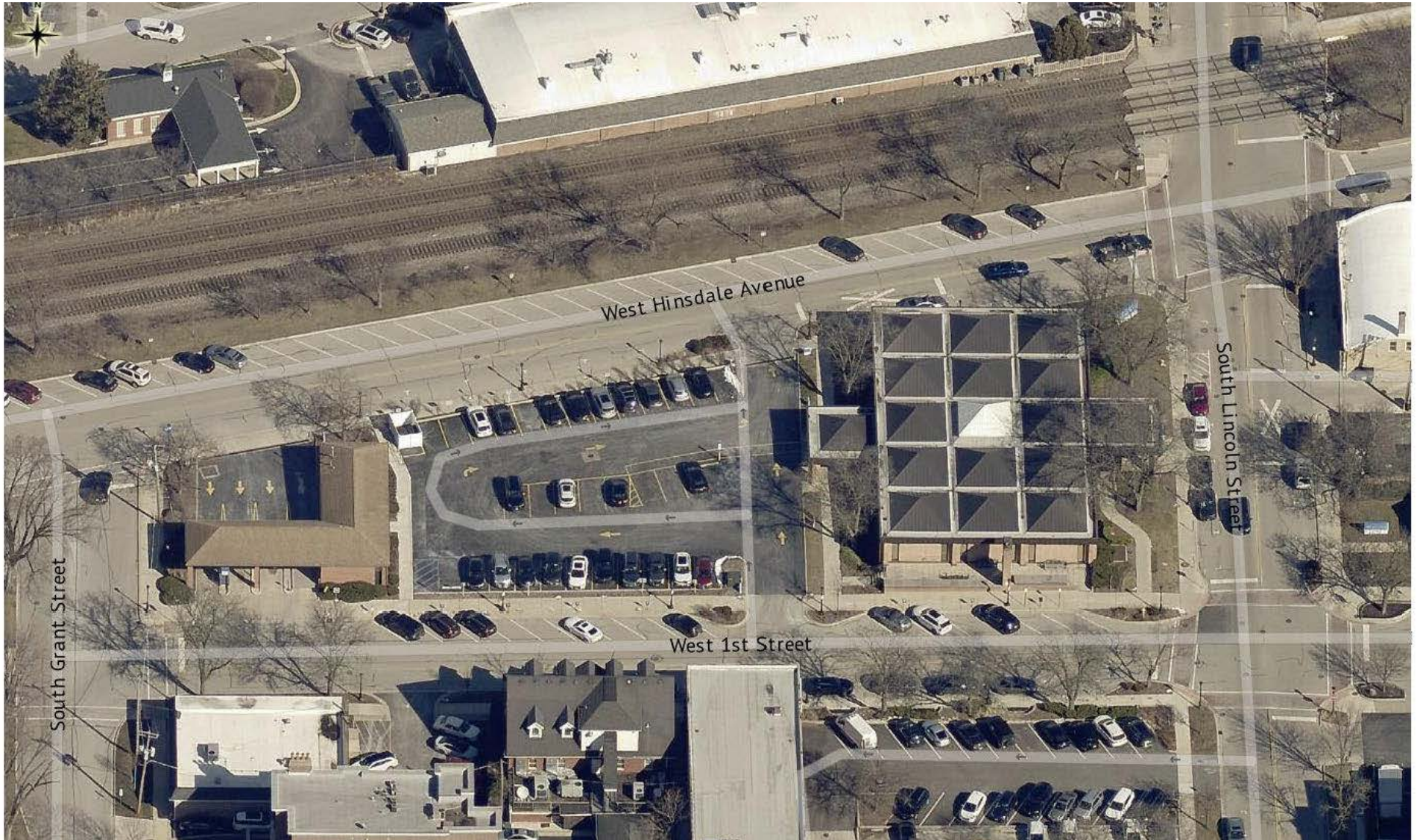


Aerial View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue



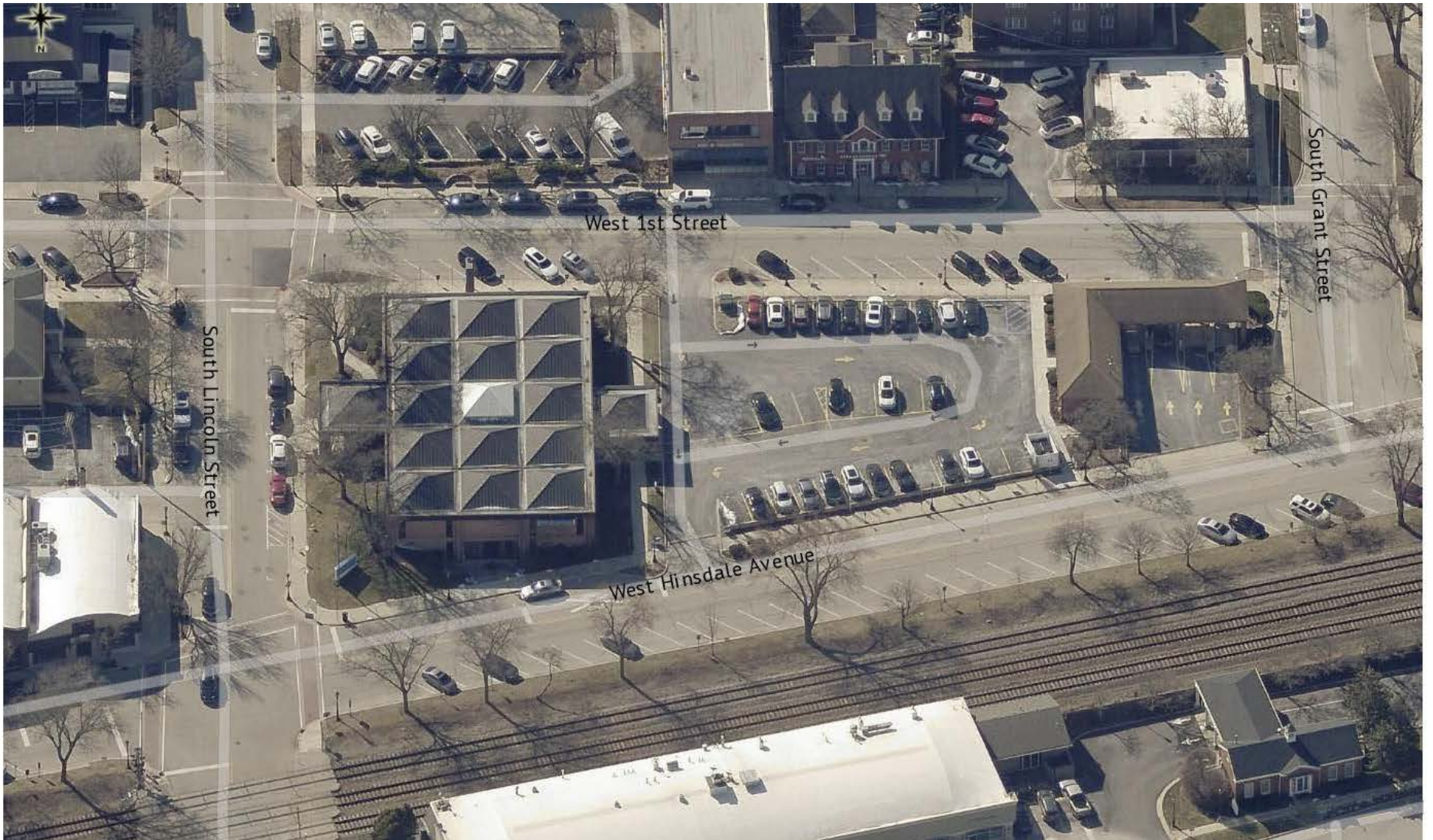


Birds Eye View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue





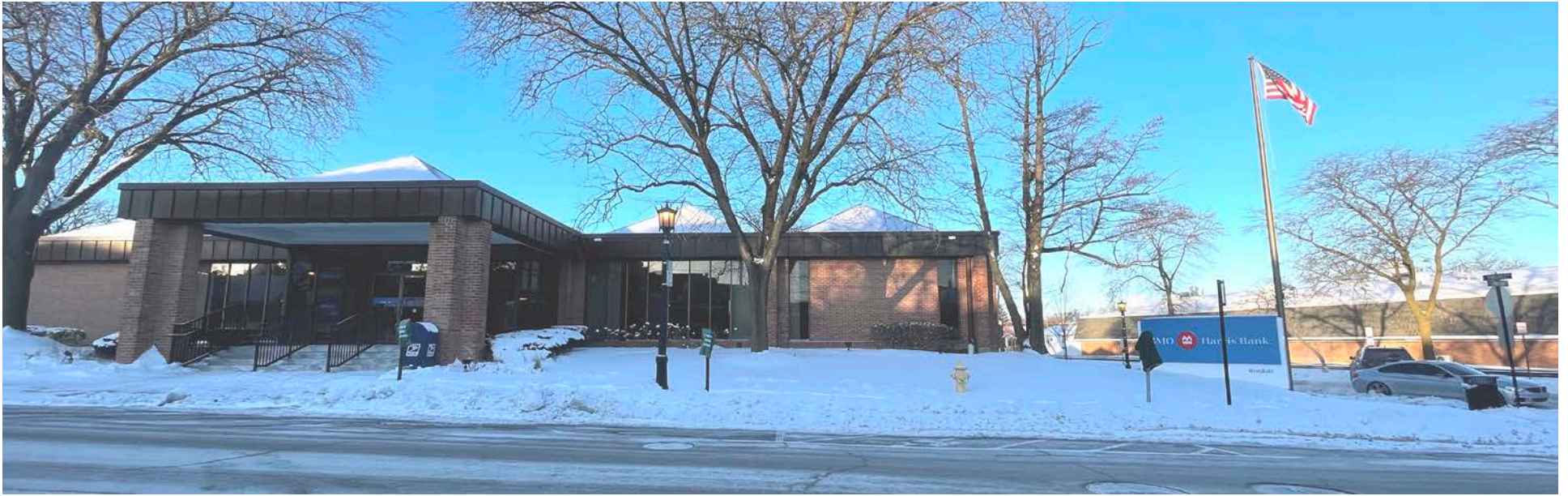
Birds Eye View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue





**Street View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue**

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*50 S. Lincoln – View from Lincoln Street*



*50 S. Lincoln – View from First Street*



Street View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue

---



*50 S. Lincoln – View from Hinsdale Avenue*



*120 W. Hinsdale Avenue – View from First Street*



**Street View – 50 S. Lincoln Street & 120 W. Hinsdale Avenue**

---



*120 W. Hinsdale Avenue – View from Hinsdale Avenue*





VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Monument Sign

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 38.8 ( 3'10" x 10' )

Overall Height from Grade: 5'8" Ft.

Proposed Colors (Maximum of Three Colors):

① Red

② White

③ Blue

*SIGN S.I  
REFACE*

**Site Information:**

Lot/Street Frontage: 350.48

Building/Tenant Frontage: 68'

Existing Sign Information:


Business Name: BMO Harris Bank

Size of Sign: 38.8 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
Signature of Applicant

01/05/2024

Date

ATTACHED  
Signature of Building Owner

01/05/20

Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_



VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Wall Sign

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 32.7 ( 2'7" x 12'8" )

Overall Height from Grade: 20 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red
- ② White
- ③ Blue

*SIGN S-2  
REPLACEMENT  
SIGN*

**Site Information:**

Lot/Street Frontage: 350.48

Building/Tenant Frontage: 68'

Existing Sign Information:

Business Name: BMO Harris Bank

Size of Sign: 34.4 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
Signature of Applicant

01/05/2024

Date

ATTACHED  
Signature of Building Owner

01/05/20

Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_





VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Wall Sign

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 18.8 ( 2'7" x 12'8" )

Overall Height from Grade: 12 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red **SIGN S.3**  
② White **REFACE**  
③ Blue

**Site Information:**

Lot/Street Frontage: 348'

Building/Tenant Frontage: 68'

Existing Sign Information:

Business Name: BMO Harris Bank

Size of Sign: 18.8 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

[Signature]  
Signature of Applicant

01/05/2024

Date

ATTACHED  
Signature of Building Owner

01/05/20

Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_



**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT**

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Wall Sign

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 18.8 ( 2'7" x 12'8" )

Overall Height from Grade: 12 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red
- ② White
- ③ Blue

*SIGN S.4  
RE FACE*

**Site Information:**

Lot/Street Frontage: 348'

Building/Tenant Frontage: 68'

Existing Sign Information:

Business Name: BMO Harris Bank

Size of Sign: 18.8 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
\_\_\_\_\_  
Signature of Applicant

01/05/2024

\_\_\_\_\_  
Date

ATTACHED  
\_\_\_\_\_  
Signature of Building Owner

01/05/20

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_





**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT**

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
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Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Wall Sign

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 15.4 ( 2'3" x 6'7" )

Overall Height from Grade: 9 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red
- ② White
- ③ Blue

*SIGN AL  
REPLACEMENT*

**Site Information:**

Lot/Street Frontage: 348'

Building/Tenant Frontage: 65'

Existing Sign Information:


Business Name: BMO Harris Bank

Size of Sign: 37 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
Signature of Applicant

01/05/2024

\_\_\_\_\_  
Date

*ATTACHED*  
Signature of Building Owner

01/05/20

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_



**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT**

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Wall Sign

**ILLUMINATION** Back Lit

**Sign Information:**

Overall Size (Square Feet): 2.8 ( 9" x 3'8" )

Overall Height from Grade: 11 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red
- ② White
- ③ Blue

*SIGN A2  
REPLACEMENT*

**Site Information:**

Lot/Street Frontage: 350.48'

Building/Tenant Frontage: 65'

Existing Sign Information:


Business Name: BMO Harris Bank

Size of Sign: 3 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
Signature of Applicant

01/05/2024

Date

ATTACHED  
Signature of Building Owner

01/05/20

Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_





**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT DEPARTMENT  
APPLICATION FOR SIGN PERMIT**

**Applicant**

Name: Guy Dragisic for BMO Bank  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**Contractor**

Name: Olympik Sign Co  
Address: 1130 N Garfield  
City/Zip: Lombard, IL 60148  
Phone/Fax: (630) 652 / 4106  
E-Mail: gdragisic@olysigns.com  
Contact Name: Guy Dragisic

**ADDRESS OF SIGN LOCATION:** 50 S Lincoln St & 120 W Hinsdale Ave

**ZONING DISTRICT:** B-2 Central Business District

**SIGN TYPE:** Other

**ILLUMINATION** Back Lit



**Sign Information:**

Overall Size (Square Feet): 4.1 ( 1'3" x 3'6" )

Overall Height from Grade: 6 Ft.

Proposed Colors (Maximum of Three Colors):

- ① Red
- ② White
- ③ Blue

*SIGN AG  
REFACE*

**Site Information:**

Lot/Street Frontage: 348'

Building/Tenant Frontage: 65'

Existing Sign Information:

Business Name: BMO Harris Bank

Size of Sign: 4.1 Square Feet

Business Name: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Square Feet

I hereby acknowledge that I have read this application and the attached instruction sheet and state that it is correct and agree to comply with all Village of Hinsdale Ordinances.

  
Signature of Applicant

01/05/2024

Date

ATTACHED  
Signature of Building Owner

01/05/20

Date

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

Total square footage: 0 x \$4.00 = 0 (Minimum \$75.00)

Plan Commission Approval Date: \_\_\_\_\_ Administrative Approval Date: \_\_\_\_\_



BMO Branch #4695  
HINSDALE - LINCOLN ST  
50 SOUTH LINCOLN STREET  
HINSDALE, IL 60521

I am a duly authorized representative for the above referenced leased address.

In my capacity as Landlord/Landlord's representative, I do hereby authorize **Stratus** to perform all work associated with the above referenced location. I approve of the scope of work and design intent requested by BMO.

I further authorize **Stratus** or its representative to obtain all required permits in their name. Costs associated with permit and scope of work outlined in design package will be at the expense of BMO.

### LANDLORD APPROVAL

Signature	E-SIGNED by Thomas O'Connor on 2023-12-20 11:53:50 CST
Name	Thomas O'Connor
Title	Director, Global Workplace Services
Company	BMO
Address	
Phone	
Date	2023-12-20



BMO Branch #6239  
HINSDALE  
120 W. HINSDALE AVENUE  
HINSDALE, IL 60521

I am a duly authorized representative for the above referenced leased address.

In my capacity as Landlord/Landlord's representative, I do hereby authorize **Stratus** to perform all work associated with the above referenced location. I approve of the scope of work and design intent requested by BMO.

I further authorize **Stratus** or its representative to obtain all required permits in their name. Costs associated with permit and scope of work outlined in design package will be at the expense of BMO.

### LANDLORD APPROVAL

Signature	E-SIGNED by Thomas O'Connor on 2023-12-20 11:53:57 CST
Name	Thomas O'Connor
Title	Director, Global Workplace Services
Company	BMO
Address	
Phone	
Date	2023-12-20



# Stratus™

stratusunlimited.com

888.503.1569

**LOCATION NUMBER:**

1050 / 865739

**SITE ADDRESS:**

50 S Lincoln St / 120 W Hinsdale Ave  
Hinsdale, IL 60521-4002

11/12/23

[View in Google Maps](#)

# BMO



Infinite possibilities, ideal solutions.



SITE PLAN



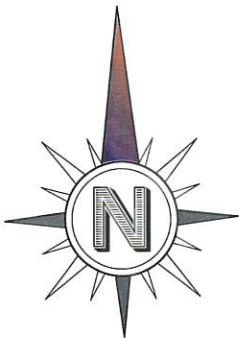
SITE OVERVIEW

Sign	Recommendation	Allowed Sq.Ft.	Proposed Sq.Ft.
S1	Replacement Faces	38.8	38.8
S2	10" Channel Letters on Backer	-	32.7
S3	Replacement Face	-	18.8
S4	Replacement Face	-	18.8
S14	Leave as Is - Directional	-	-
S15	Leave as Is - Directional	-	-
S16	Leave as Is - Directional	-	-
S17	Leave as Is - Directional	-	-
S18	Leave as Is - Directional	-	-
		-	-

50 S Lincoln St

Sign	Recommendation	Allowed Sq.Ft.	Proposed Sq.Ft.
A1	12" Channel Letters on Backer	-	15.4
A2	S/F Illum. Lane Designer	-	2.8
A6	Replacement Face	-	-
		-	-
		-	-

120 W Hinsdale Ave



Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					



S1

FACE REPLACEMENT

Scale: 3/8"=1'-0"

38.8 square feet

EXISTING SIDE A



EXISTING SIDE B



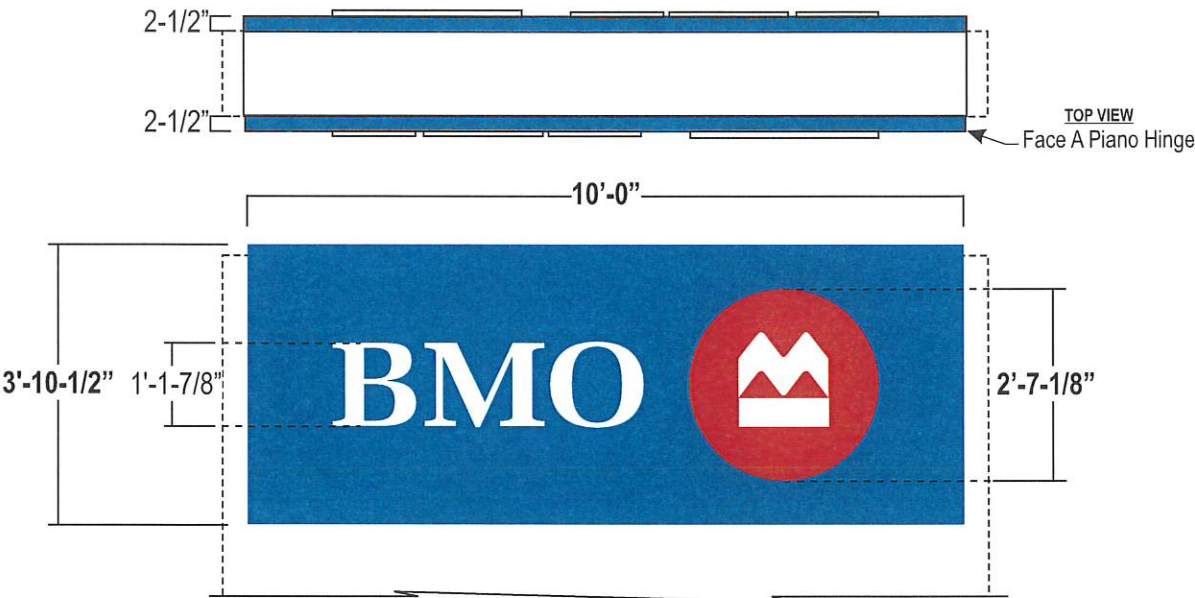
EXISTING FACES TO BE REMOVED & REPLACED

PROPOSED



5'-8"  
OAH

SIMULATED NIGHT VIEW



- CABINET:** Existing cabinet to remain
- FACES:** .125 alum. w/ 2-1/2" deep returns;  
sides and bottom painted PMS 300 blue Satin Finish.
- GRAPHICS:** Routed from alum face; graphics to be router cut 1" (logo) 3/4" (copy)  
clear acrylic push thru w/ surface applied Trans Red w/ 3M matte  
overlamine & trans White vinyl w/ second surface diffuser film;  
(Projection from face for logo is 7/8" and copy is 5/8")
- QUANTITY:** (2) TWO faces required for D/F illum. monument

COLOR PALETTE

- FACES:**  
Akzo Nobel Paint to match  
Pantone 300 C
- LOGO VINYL:**  
Pantone 485 Red  
3M 3630-143 Poppy Red
- LETTERS/ LOGO:**  
3M 3535-70  
70% White Diffuser  
3M 3630-20 Trans. White

ALL PAINT FINISHES TO BE SATIN FINISH

stratus™

stratusunlimited.com

8959 Tyler Boulevard  
Mentor, Ohio 44060

888.503.1569

CLIENT:



ADDRESS:

50 S Lincoln St  
Hinsdale, IL 60521-4002

PAGE NO.:

3

ORDER NUMBER:

1190327

SITE NUMBER:

1050

ELECTRONIC FILE NAME:

K:\ACCOUNTS\HARRIS BANK\LOCATIONS\2023\IL\  
1050\_Hinsdale\1050+865739\_Hinsdale\_Permitting.cdr

PROJECT NUMBER:

881

PROJECT MANAGER:

CHRISTOPHER SMALEC

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					

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ALLOWED SF:	-
EXISTING SIGN SF:	34.4
PROPOSED SIGN SF:	32.7

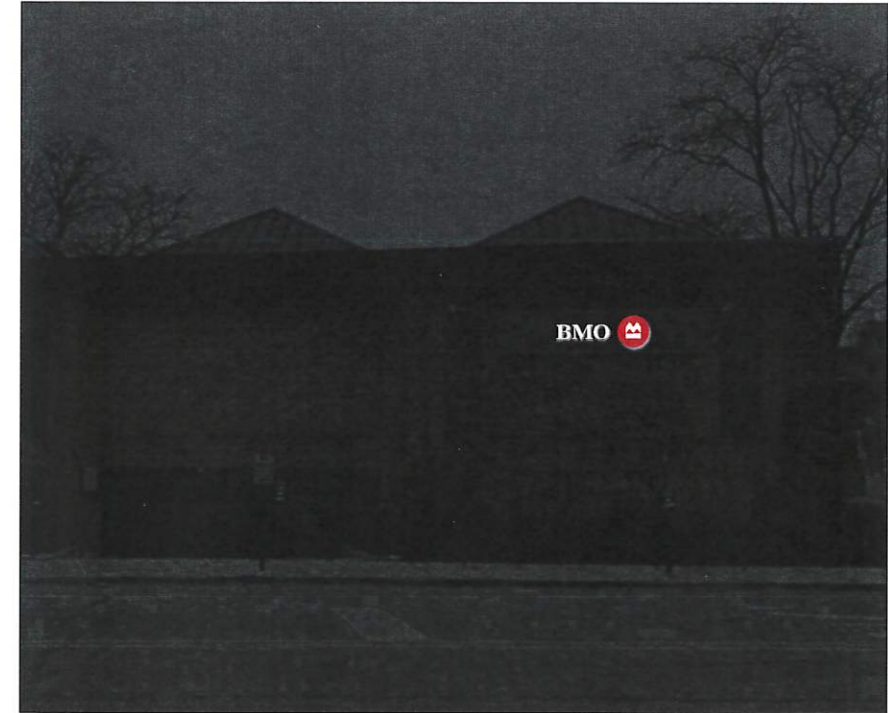
EXISTING  
Remove existing signage (2'-7" x 13'-4")  
Wall penetrations repaired as required



PROPOSED  
Install 10" Face-lit/Halo-lit channel letters  
on backer (2'-7" x 12'-8")



SIMULATED NIGHT VIEW



center w/  
existing  
sign

20' HT from  
grade to top  
of sign

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					



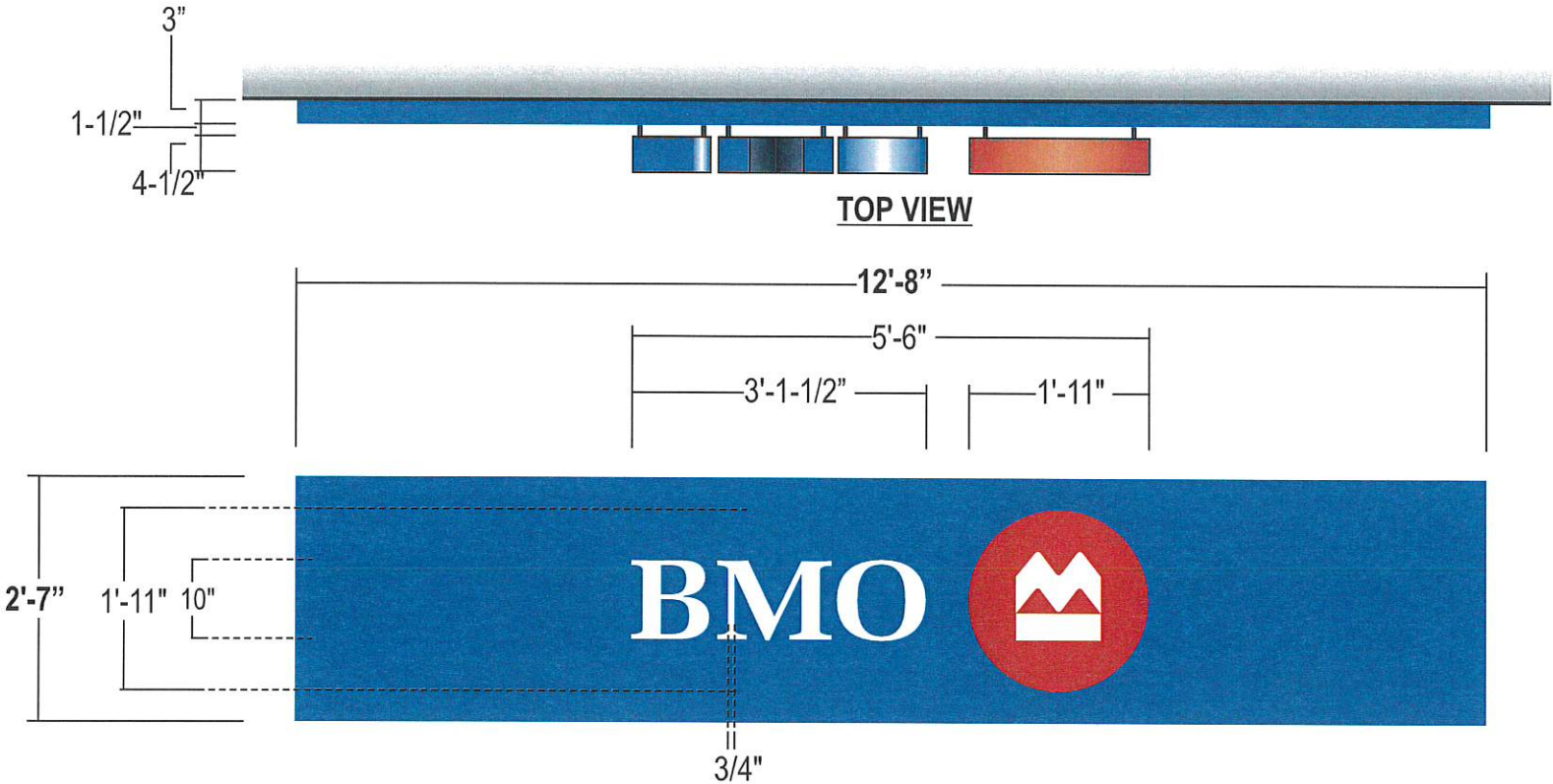
S2

FACE-LIT/HALO-LIT CHANNEL LETTERS on BACKER

FL-HL-10-W-BKR

Scale: 1/2" = 1'-0"

32.7 square feet



COLOR PALETTE



LETTER FACE:

White



LOGO VINYL:

3M 3630-143 Poppy Red  
3M 3660-M Scotchcal Matte overlaminate



BACKER, LETTER RETURNS

SPACERS:

Pantone 300 C Blue



LOGO RETURNS:

Pantone 485 C

All paint finishes are satin unless otherwise noted.

LETTERS:

FACES: 3/16" #7328 white acrylic

TRIMCAP: 1" Standard jewelite painted blue

RETURNS: 4-1/2" deep .050 alum. painted blue

BACKS: 1/4" thick #2447 White Tuffak SL polycarbonate

ILLUM.: HLED-P2072W Hanley White led's are to light faces;  
HLED-P2072B Hanley Blue led's for Halo lighting  
Alternate: Sloan VL 4 White - 6500K & VL 4 Blue  
3mm ACP inner Baffle.  
Power supplies are housed in backer

LOGO:

FACES: 3/16" #7328 white acrylic w/ surface applied  
trans red vinyl overlay; 3M matte overlaminate over Red  
*Roundel size: Over 46" there will be a seam in the vinyl  
with a 3/8" overlap*

TRIMCAP: 1" Standard Red

*Roundel size: 37" - 47" blow out clips are required  
Roundel size: 48" & above use 1-1/2" metal retainers painted Red*

RETURNS: 4-1/2" deep .050 alum. painted Red

BACKS: 1/4" thick #2447 White Tuffak SL polycarbonate

ILLUM.: HLED-P2072W Hanley White led's are to light faces;  
HLED-P2072B Hanley Blue led's for Halo Back-Lit  
Alternate: Sloan VL 4 White - 6500K & VL 4 Blue  
3mm ACP inner Baffle. Power supplies are housed in backer

BACKER: 3" deep fabricated .125 alum. with internal alum.  
angle framework painted Blue satin finish

INSTALL: Letters & roundel bolted to face of backer cabinet  
w. 1-1/2" spacers painted blue  
(see detail page for additional info)  
Backer thru bolted to wall using min 3/8" all thread  
and blocking or Stratus approved equivalent

WALL

MATERIAL: Brick

QUANTITY: (1) ONE required

Simulated Night View



stratus™

stratusunlimited.com

8959 Tyler Boulevard  
Mentor, Ohio 44060

888.503.1569

CLIENT:

BMO



ADDRESS:

50 S Lincoln St  
Hinsdale, IL 60521-4002

PAGE NO.:

5

ORDER NUMBER:

1190327

SITE NUMBER:

1050

ELECTRONIC FILE NAME:

K:\ACCOUNTS\HARRIS BANK\LOCATIONS\2023\IL\1050\_Hinsdale\1050+865739\_Hinsdale\_Permitting.cdr

PROJECT NUMBER:

881

PROJECT MANAGER:

CHRISTOPHER SMALEC

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					

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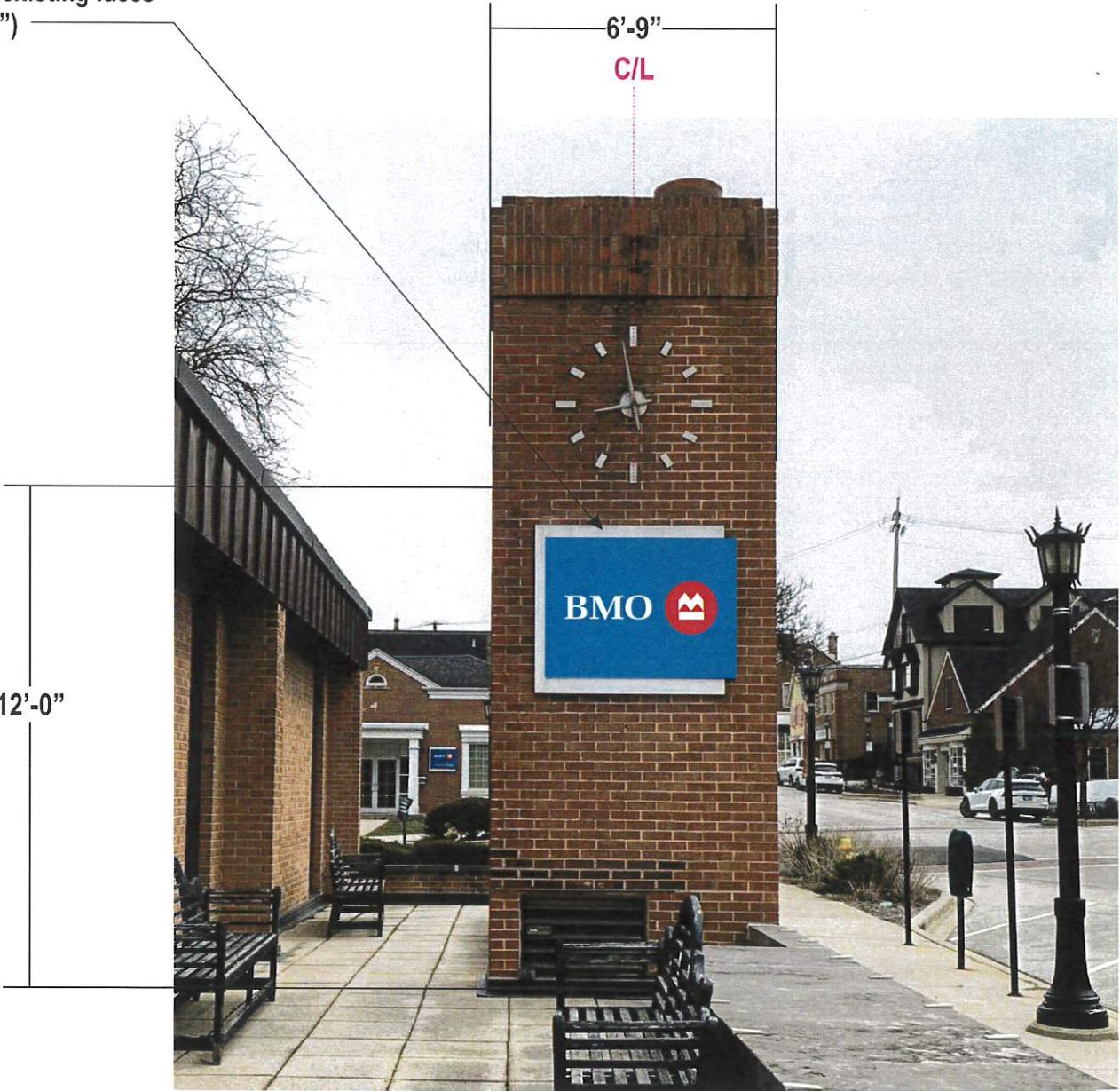
Scale: 1/4"=1'-0"

ALLOWED SF:	-
EXISTING SIGN SF:	18.8
PROPOSED SIGN SF:	18.8

EXISTING  
Existing signage to remain (4'-0" x 4'-8-3/8")



PROPOSED  
Remove & replace existing faces  
(3'-2-7/8" x 4'-3-5/8")



Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					

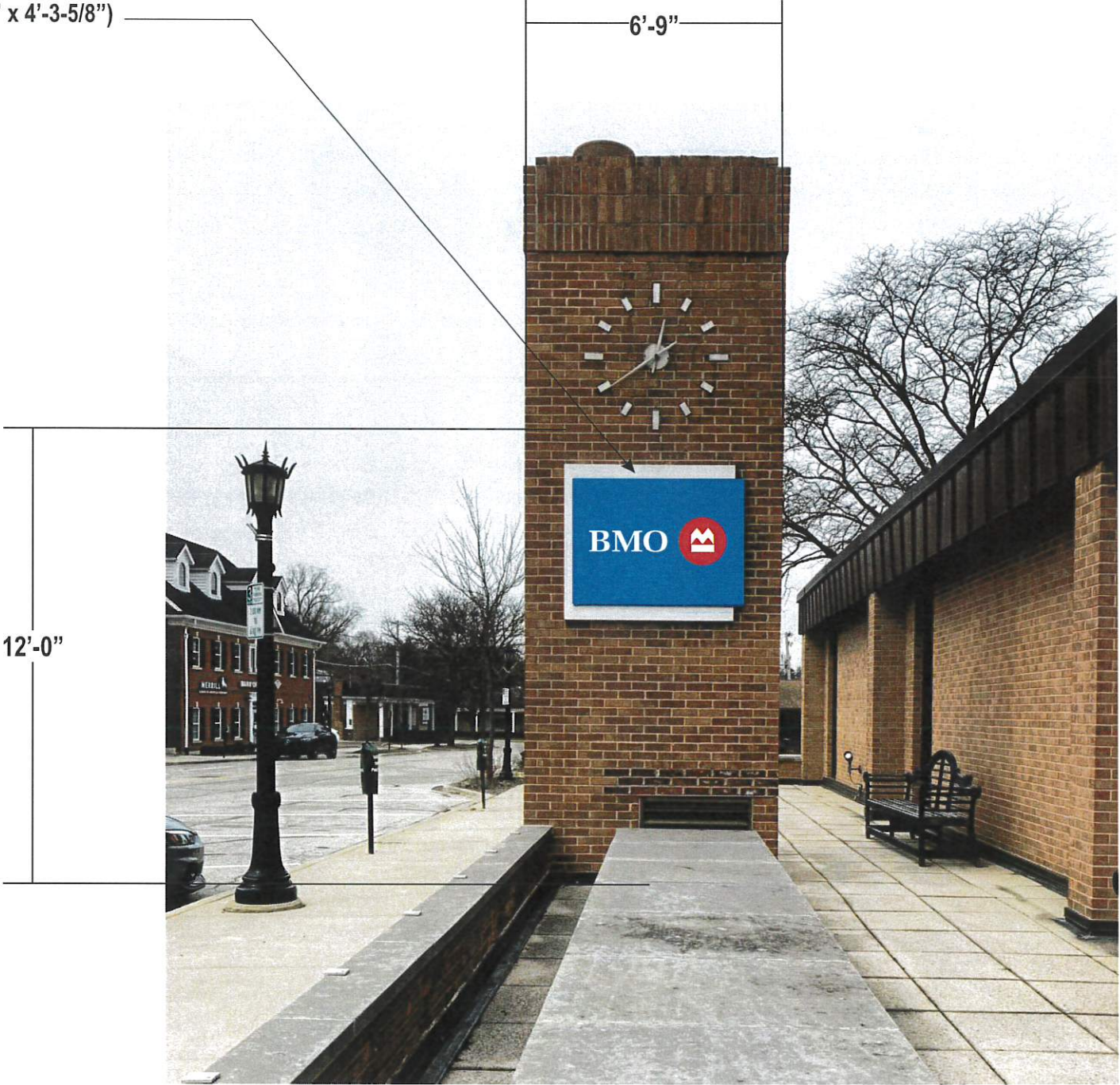


ALLOWED SF:	-
EXISTING SIGN SF:	18.8
PROPOSED SIGN SF:	18.8

**EXISTING**  
Existing signage to remain (4'-0" x 4'-8-3/8")



**PROPOSED**  
Remove & replace existing faces  
(3'-2-7/8" x 4'-3-5/8")



Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					



S4

Scale:  $\frac{3}{4}" = 1'-0"$

8

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S14  
S15  
S16  
S17  
S18

LEAVE AS IS - EXISTING DIRECTIONALS

S14



S15



S16



S17



S18



Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
Original	453717	11/12/23 AG					



A1

NORTH ELEVATION - 120 W HINSDALE AVE

Scale: 1/8"=1'-0"

FL-HL-12-W

ALLOWED SF:	-
EXISTING SIGN SF:	37.0
PROPOSED SIGN SF:	15.4

**EXISTING**  
Remove existing signage (2'-3-3/4" x 16'-0")  
Wall penetrations repaired as required



SIMULATED NIGHT VIEW



**PROPOSED**  
Install 12" Face-lit/Halo-lit channel letters  
(2'-3-3/4" x 6'-7-3/4")




9'-2-1/2"  
from grade to  
top of sign



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stratusunlimited.com  
8959 Tyler Boulevard  
Mentor, Ohio 44060  
888.503.1569

CLIENT:



ADDRESS:

50 S Lincoln St  
Hinsdale, IL 60521-4002

PAGE NO.:

11

ORDER NUMBER:

1190327

SITE NUMBER:

1050

ELECTRONIC FILE NAME:

K:\ACCOUNTS\HARRIS BANK\LOCATIONS\2023\IL\1050\_Hinsdale\1050+865739\_Hinsdale\_Permitting.cdr

PROJECT NUMBER:

881

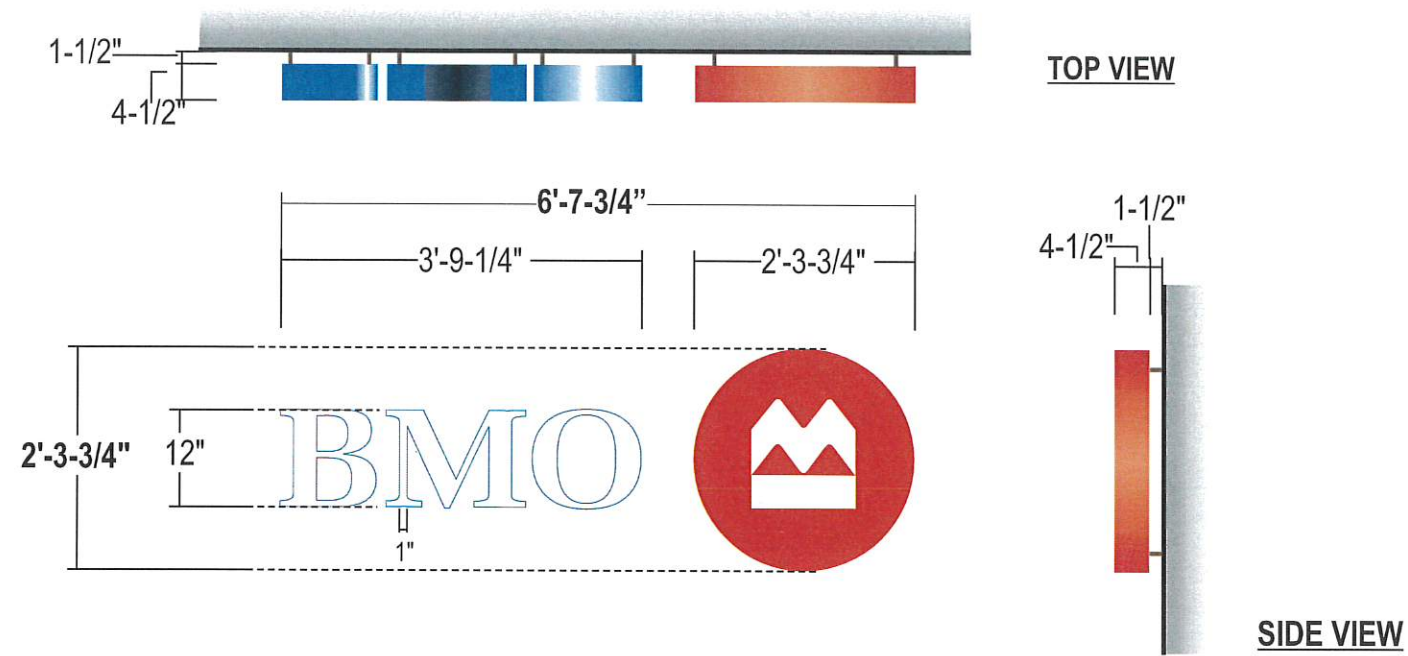
PROJECT MANAGER:

CHRISTOPHER SMALEC

Rev #	Req #	Date/Artist	Description	Rev #	Req #	Date/Artist	Description
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COLOR PALETTE

**LETTER FACE:**  
White

**LETTER RETURNS:**  
Pantone 300 C Blue

**LOGO VINYL:**  
3M 3630-143 Poppy Red  
3M 3660-M Scotchcal Matte overlaminate

**LOGO RETURNS:**  
Pantone 485 C

**SPACER:**  
to match sign band

All paint finishes are satin unless otherwise noted.

Simulated Night View



- LETTERS:**
- FACES:** .187 # 7328 white acrylic
- TRIMCAP:** 1" Standard jewelite painted blue
- RETURNS:** 4-1/2" deep .050 alum. painted blue
- BACKS:** 1/4" thick #2447 White Tuffak SL polycarbonate
- ILLUM.:** HLED-P2072W Hanley White led's are to light faces;  
Blue Hanley LEDs for Halo lighting  
Alternate: Sloan VL 4 White - 6500K & VL 4 Blue  
3mm ACP inner Baffle; Power supplies are remote
- LOGO:**
- FACES:** .187 #7328 white acrylic w/ surface applied Trans red vinyl overlay w/ reverse weeded graphic to show thru white;  
3M matte overlaminate applied over red vinyl  
*Roundel size: Over 46" there will be a seam in the vinyl with a 3/8" overlap*
- TRIMCAP:** 1" Standard Red  
*Roundel size: 37" - 47" blow out clips are required*  
*Roundel size: 48" & above use 1-1/2" metal retainers painted Red*
- RETURNS:** 4-1/2" deep .050 alum. painted Red
- BACKS:** 1/4" thick #2447 White Tuffak SL polycarbonate
- ILLUM.:** HLED-P2072W Hanley White led's are to light faces;  
Blue Hanley LEDs for Halo lighting  
Alternate: Sloan VL 4 White - 6500K & VL 4 Blue  
3mm ACP inner Baffle. Power supplies are remote
- INSTALL:** Thru bolted with 1-1/2" stand off from wall surface using 3/8" threaded rod into approved blocking; spacers to be provided painted to match wall.
- WALL MATERIAL:** Brick
- QUANTITY:** (1) ONE required



A2 CANOPY ELEVATION

Scale: 3/8"=1'-0"

EXISTING  
Remove existing signage (9" x 4'-1-3/8")  
Wall penetrations repaired as required



SIMULATED NIGHT VIEW



CUSTOM

ALLOWED SF:	-
EXISTING SIGN SF:	3.0
PROPOSED SIGN SF:	2.8

PROPOSED  
Install S/F Illuminated Wall  
Cabinet (9" x 3'-8")

center w/  
existing  
signage

9-1/2" C/L




11'-3"  
ABOVE  
GRADE



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CLIENT:



ADDRESS:

50 S Lincoln St  
Hinsdale, IL 60521-4002

PAGE NO.:

13

ORDER NUMBER:

1190327

SITE NUMBER:

1050

ELECTRONIC FILE NAME:

K:\ACCOUNTS\HARRIS BANK\LOCATIONS\2023\IL\1050\_Hinsdale\1050+865739\_Hinsdale\_Permitting.cdr

PROJECT NUMBER:

881

PROJECT MANAGER:

CHRISTOPHER SMALEC

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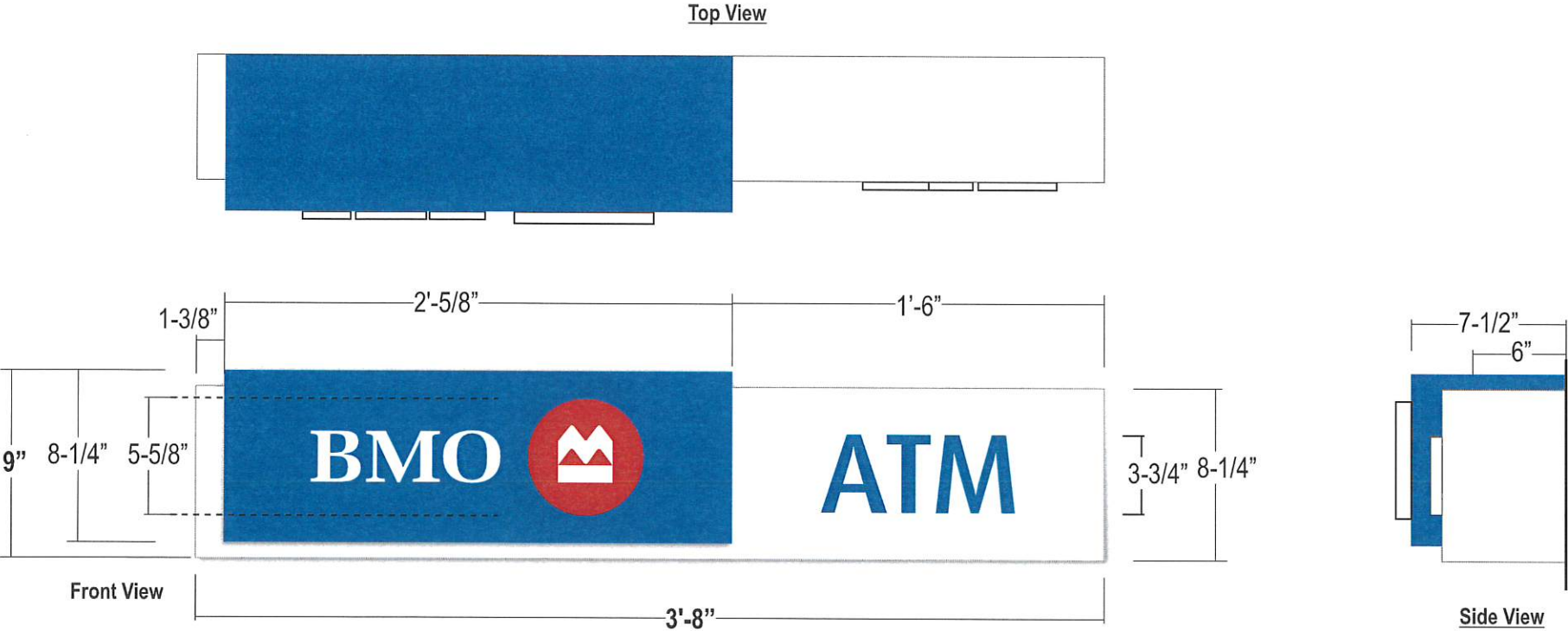
A2

S/F ILLUMINATED LANE DESIGNATOR

Scale: 1-1/2"=1'-0"

CUSTOM

2.8 Square Feet



- CABINET:** 6" deep aluminum extrusion skinned w/ .090 alum. All exposed surfaces to be painted semi-gloss White
- FACES:** 1-1/2" deep pan-formed aluminum faces skinned in .090 alum.; all exposed surfaces to be painted Blue satin finish; secured using c/s fastners thru returns painted Blue to match;  
[See engineering for all construction details](#)
- COPY GRAPHICS:** Routed from alum face; graphics to be router cut 3/4" clear acrylic push thru w/ surface applied Trans White vinyl & second surface diffuser film (projection from face is 5/8")
- LOGO GRAPHICS:** Routed from alum face; graphics to be router cut 1" clear acrylic push thru w/ surface applied Trans Red & white vinyl & second surface diffuser film; 3M matte overlaminate over red (Projection from face is 7/8")
- ATM:** Routed from alum face; graphics to be router cut 3/4" clear acrylic push thru w/ surface applied Trans Blue vinyl & second surface diffuser film; (Projection from face is 5/8")
- ILLUM.:** Internal White Hanley LED's  
Alternate: Sloan VL 4 White - 6500K  
Power supplies are housed within cabinet

**INSTALL:** Thru bolted using all thread into blocking as required 12" standard length of threaded rod will be supplied unless otherwise noted; 3/8" threaded rod into blocking or Stratus approved equivalent

**WALL MATERIAL:** To be provided prior to production / install

**QUANTITY:** (1) ONE required

**COLOR PALETTE**

**FACES:**  
Pantone 300 C Blue

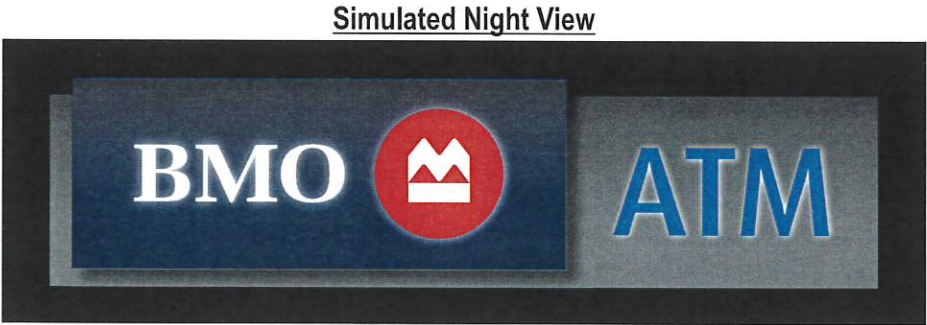
**LOGO VINYL:**  
Pantone 485 Red  
3M 3630-143 Poppy Red  
3M 3660-M Scotchcal Matte overlaminate

**LETTERS/ LOGO:**  
3M 3535-70  
70% White Diffuser  
3M 3630-20  
Trans White

**ATM VINYL:**  
3M 3630-8308 BMO Blue

**CABINET:**  
White Semi-Gloss

All paint finishes are satin unless otherwise noted.



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8959 Tyler Boulevard  
Mentor, Ohio 44060  
888.503.1569

**CLIENT:** BMO

**ADDRESS:** 50 S Lincoln St  
Hinsdale, IL 60521-4002

**PAGE NO.:** 14

**ORDER NUMBER:** 1190327

**PROJECT NUMBER:** 881

**SITE NUMBER:** 1050

**PROJECT MANAGER:** CHRISTOPHER SMALEC

**ELECTRONIC FILE NAME:** K:\ACCOUNTS\HARRIS BANK\LOCATIONS\2023\IL\1050\_Hinsdale\1050+865739\_Hinsdale\_Permitting.cdr

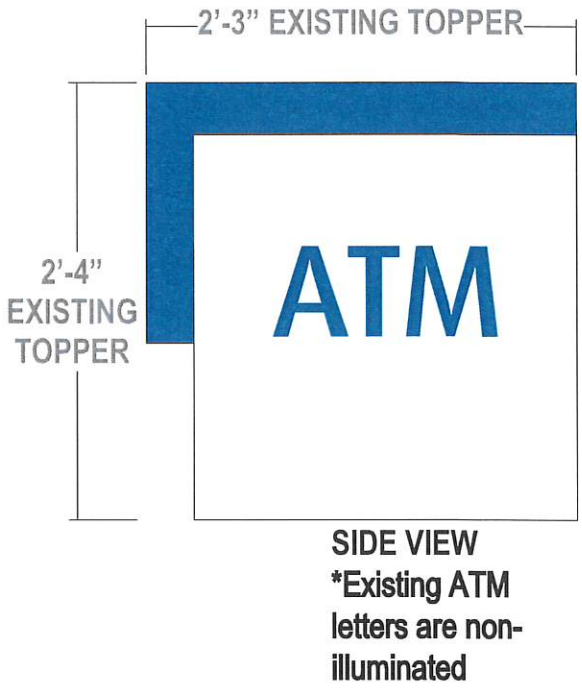
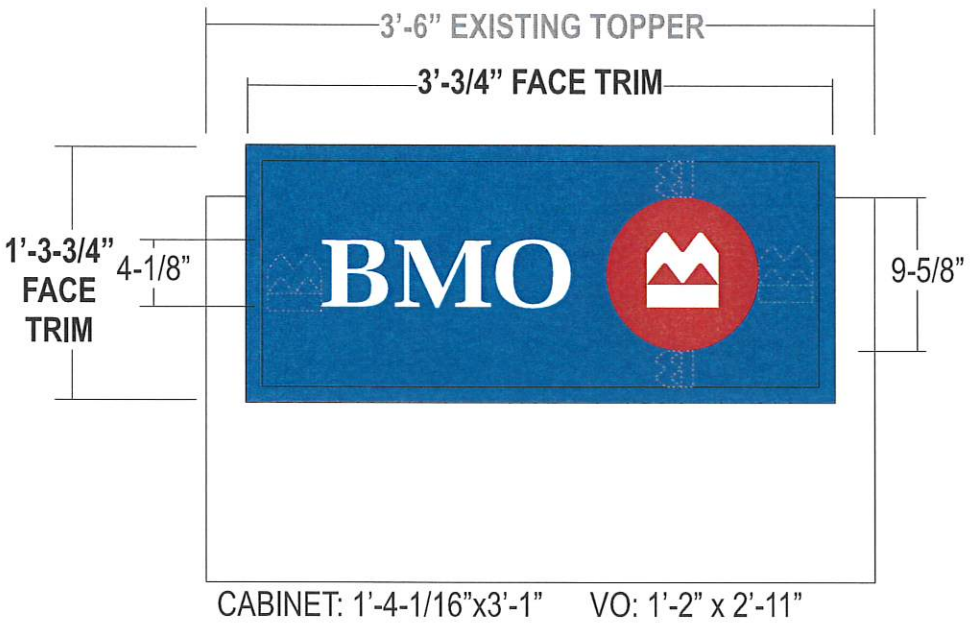
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Scale: 1-1/2"=1'-0"

4.1 Square Feet



PROPOSED



- CABINET:** Existing cabinet w/ 1" retainer to remain
- FACES:** .150 flat white polycarbonate
- GRAPHICS:** Surface applied opaque blue background w/ weeded out graphics to reveal white background & translucent red vinyl logo w/ 3M matte overlaminate applied
- ILLUMINATION:** Existing LED illumination to remain
- QUANTITY:** (2) TWO faces required

**COLOR PALETTE**

- FACES:**  
3M 7725-8308 BMO Blue
- LOGO VINYL:**  
Pantone 485 Red  
3M 3630-143 Poppy Red  
3M 3660-M Scotchcal Matte overlaminate

All paint finishes are satin unless otherwise noted.

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**PLAN COMMISSION  
MEMORANDUM**

**DATE:** February 9, 2024

**TO:** Chairman Cashman and Plan Commissioners

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Bethany Salmon, Village Planner

**SUBJECT:** Case A-43-2023 – 945 S. Garfield Avenue – Montessori Gifted Prep Preschool / Hinsdale United Methodist Church – Special Use Permit to allow for Child Day Care Services in the IB Institutional Buildings District located at 945 S. Garfield Avenue – **Public Hearing**

**FOR:** February 15, 2024 Plan Commission Meeting

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**GENERAL APPLICATION INFORMATION**

Applicant: Montessori Gifted Prep Preschool

Subject Property: 945 S. Garfield Avenue (PINs: 09-12-412-008; 09-12-412-016; 09-12-412-018; 09-12-412-019; 09-12-412-020; 09-12-412-021; 09-12-412-023)

Site Area: Total: 3.4 acres (149,687 square feet)

Existing Zoning & Land Use: IB Institutional Buildings District – Membership Organization (Hinsdale United Methodist Church)

Surrounding Zoning & Land Use:

North: R-1 Single-Family Residential District – Single-family homes; IB Institutional Buildings District – Single-family home

South: R-3 Single-Family Residential District – (across 55<sup>th</sup> Street) Single-family homes

East: R-1 Single-Family Residential District – Single-family homes

West: R-2 Single-Family Residential District – (across Garfield Avenue) Single-family homes

**APPLICATION SUMMARY**

The applicant, Montessori Gifted Prep Preschool, requests approval of a Special Use Permit to allow for the operation of child day care services within a portion of the Hinsdale United Methodist Church building located at 945 S. Garfield Avenue in the IB Institutional Buildings District. In accordance with Section 7-305 of the Zoning Code, child daycare services operated by or for a membership organization (SIC 835) are considered a Special Use in the IB District.

Hinsdale United Methodist Church has also included information in the application packet regarding the accessory use of parking spaces by students from Hinsdale Central High School located several blocks to the west of the site at 5500 S. Grant Street.

No changes are proposed to the building or the site. At this time, the applicant has not provided details on signage. The applicant will be required to obtain approval of a Sign Permit Review by the Plan Commission at a later date once an application is submitted to the Village.



## MEMORANDUM

On January 10, 2024, the Plan Commission scheduled the public hearing for this application. Since this meeting, staff received questions and concerns from two Commissioners regarding the proposed traffic flow and potential vehicle stacking onto Garfield Avenue during pick-up and drop-off times based on the information provided in the packet. In response, the applicant has amended the application to include additional pick-up and drop-off time slots between 8:00am-8:30am and 3:00pm-3:30pm to prevent the possible stacking of vehicles during the busiest times. Please refer to the detailed information in the “Pick-Up & Drop-Offs” section below.

### **BACKGROUND**

On March 2, 2004, by Ordinance No. O2004-12, the Village Board approved a Special Use Permit to allow for the operation of a membership organization with daycare facilities, and a Site Plan and Exterior Appearance Approval to allow for a 10,000 square foot building addition onto the existing 16,095 square foot building utilized by Hinsdale United Methodist Church, new and reconfigured parking lots, landscaping, and other site improvements. On February 1, 2005, by Ordinance No. O2005-05, the Village Board approved a modification to the Exterior Appearance plans to allow for changes to the exterior of the building addition.

Hinsdale United Methodist Church operated a preschool in the existing building for about 52 years, from 1966 to 2018. The Church has been actively seeking a new tenant for the vacant space for several years. In accordance with Section 11-602(I) and (J), approval of a new Special Use Permit is required for the proposed Montessori preschool. The former preschool was terminated longer than 6 months ago and the proposed use will be operated by a separate organization with a different operating plan, necessitating a new review of the proposed operations and impacts.

Additionally, since about 2014, the Church has been leasing parking spaces to Hinsdale Central High School students. The applicant has taken this accessory use into account as part of the Special Use Permit application and parking analysis. The Church currently leases 50 parking spaces to High School students.

The property is surrounded by single-family homes to the north in the R-1 District and IB District, to the south in the R-3 District, to the east in the R-1 District, and to the west in the R-2 District.

### **REQUEST AND ANALYSIS**

Special Use Permit - Montessori Gifted Prep Preschool proposes to occupy approximately 14,347 square feet of the existing 36,596 square foot building for child daycare services. The preschool currently operates a facility in Chicago and is seeking approval to open a second location in Hinsdale.

Per the applicant, the proposed preschool will be of a similar intensity to the previous preschool operated by the Church. As shown on the submitted interior floor plan, the area of the building to be occupied by Montessori Gifted Prep Preschool will include various classrooms, an office, a library, a multipurpose rooms, a kitchen, a meeting room, and storage spaces.

The preschool intends to operate Monday through Friday from 7:00am to 6:00pm. There will be a maximum of 17 staff members and 77 students enrolled, with children ranging between the ages of 6 weeks to 5 years old. The former preschool operated by Hinsdale United Methodist Church was similar in size, with about 15-17 staff members and about 66 children when it closed in 2018.





## MEMORANDUM

The majority of children are anticipated to attend the preschool during school day hours from 8:00am to 3:30pm. The remaining children will attend either a half day, from 8:30am to 12:30pm, or a full day between 7:00am to 6:00pm.

**Pick-Up & Drop-Offs** - Child pick-up and drop-offs will operate in the same manner as the former preschool operated by the Church, with one-way traffic traveling from the west to east side of the site. Vehicles will enter off of Garfield Avenue, pick-up and drop-offs will take place at the covered entrance on the east side of the building, and vehicles will exit onto Park Avenue / 9<sup>th</sup> Court. The one-way route through the site can accommodate stacking for 24 vehicles, with 20 additional stacking spaces in the north parking lot drive aisles, and additional stacking spaces in other drive aisles elsewhere on site.

Since the packet for the scheduling of the public hearing was posted, staff received questions and concerns from two Commissioners regarding the proposed traffic congestion, traffic flow, and potential vehicle stacking onto Garfield Avenue during peak pick-up and drop-off times (8:15am-8:30am and 3:15pm-3:30pm). As originally proposed, there was a possibility that 50-62 vehicles for child pick-up and drop-offs could be on site within a 15 minute period at peak times. This did not account for 11 staff arriving to or leaving work, and 50 high school students arriving to or leaving the parking lot, at the same time.

As a response to these concerns, the applicant has revised the pick-up and drop-off schedule to include two pick-up and drop-off timeslots between 8:00am-8:30am and 3:00pm-3:30pm to reduce the number of vehicles on site at one time and possible stacking onto Garfield Avenue. The following pick-up and drop-off schedule is currently proposed:

**Anticipated Number of Children for Drop – Off & Pickup by Time**

Capacity (77 Kids)	Drop-off			Pick-up				
	Early Care	School Day	School Day	Half Day Ends	School Day Ends	School Day Ends	After Care	
Time	7:00-8:00 AM	8:00-8:15 AM	8:15 – 8:30 AM	12:15-12:30 PM	3:00 - 3:15 PM	3:15 - 3:30 PM	3:30 – 5:00 PM	5:00 – 6:00 PM
Attendance (Children)	15	32	30	5	25	25	15	7
Staff Onsite	6	17	17	17	17	17	6	5

Note: There is a 15-minute window for drop-off and pickup. There is also a late fee of \$1 per minute charged for late pickups.

In our school at MGP Chicago, where the majority of our parents drive in, parents do not arrive at the same time. Pickup and drop-off are staggered, usually approximately 5 cars arrive per minute and 1-2 minutes for unloading/loading children.

**Parking** - There are currently 105 parking spaces on site. In accordance with Section 9-104(J), child daycare services are required to provide 1 parking space for each employee plus 1 space for each 10 children, or 3 for each 1,000 square feet of net floor area, whichever is greater. Membership organizations are required to provide 1 parking space for each 250 square feet of net floor area or 1 for each 4 persons of auditorium design capacity, whichever is greater. Based on the parking analysis, the Church is required to provide 56 spaces and the Montessori Gifted Prep Preschool is required to provide 31 spaces. A total of 87 parking spaces is required, which meets Zoning Code requirements.



## MEMORANDUM

A summary table of anticipated parking usage between Hinsdale United Methodist Church, Montessori Gifted Prep Preschool, and accessory High School student parking has been provided in the application packet for review. The operating hours and days for the Church, preschool, and student parking are staggered and therefore it does not appear that there will be a parking issue based on the data provided by the applicant.

Parking for the Church primarily occurs on Sunday's during the daytime, with about 40 estimated parking spaces used. The Church has stated that their operations have been altered since the pandemic as more church attendance now takes place virtually, which has reduced parking usage on site. Various community groups also use the Church for meetings throughout the week, with an estimated maximum of 70 spaces used. Special events or funerals may also take place throughout the year.

The Montessori School will use spaces in the north parking lot and plans to primarily use only 17 parking spaces for staff members.

The Church currently leases 50 parking spaces to High School students in the east parking lot on weekdays between 7:00am-4:00pm. Student parking is not allowed during evenings, school events, or weekends. Hinsdale United Methodist Church stated that they have not experienced parking issues since they began leasing spaces to High School students in 2014 and when the former preschool was still operating.

### **REVIEW PROCESS**

Special Use Permit – Pursuant to Section 11-602, a public hearing shall be set, noticed, and conducted by the Plan Commission in accordance with Section 11-303. Within 45 days following the conclusion of the public hearing, the Plan Commission shall transmit to the Village Board its recommendation in the form specified by Subsection 11-103(H). The failure of the Plan Commission to act within 45 days following the conclusion of such hearing, or such further time to which the applicant may agree, shall be deemed a recommendation for the approval of the proposed amendment as submitted.

Within 60 days following the receipt of the recommendation of the Plan Commission, or its failure to act as above provided, the Board of Trustees shall either deny the application or, by ordinance duly adopted, shall grant the special use permit, with or without modifications or conditions. The failure of the Board to act within 60 days, or such further time to which the applicant may agree, shall be deemed to be a decision denying the special use permit.

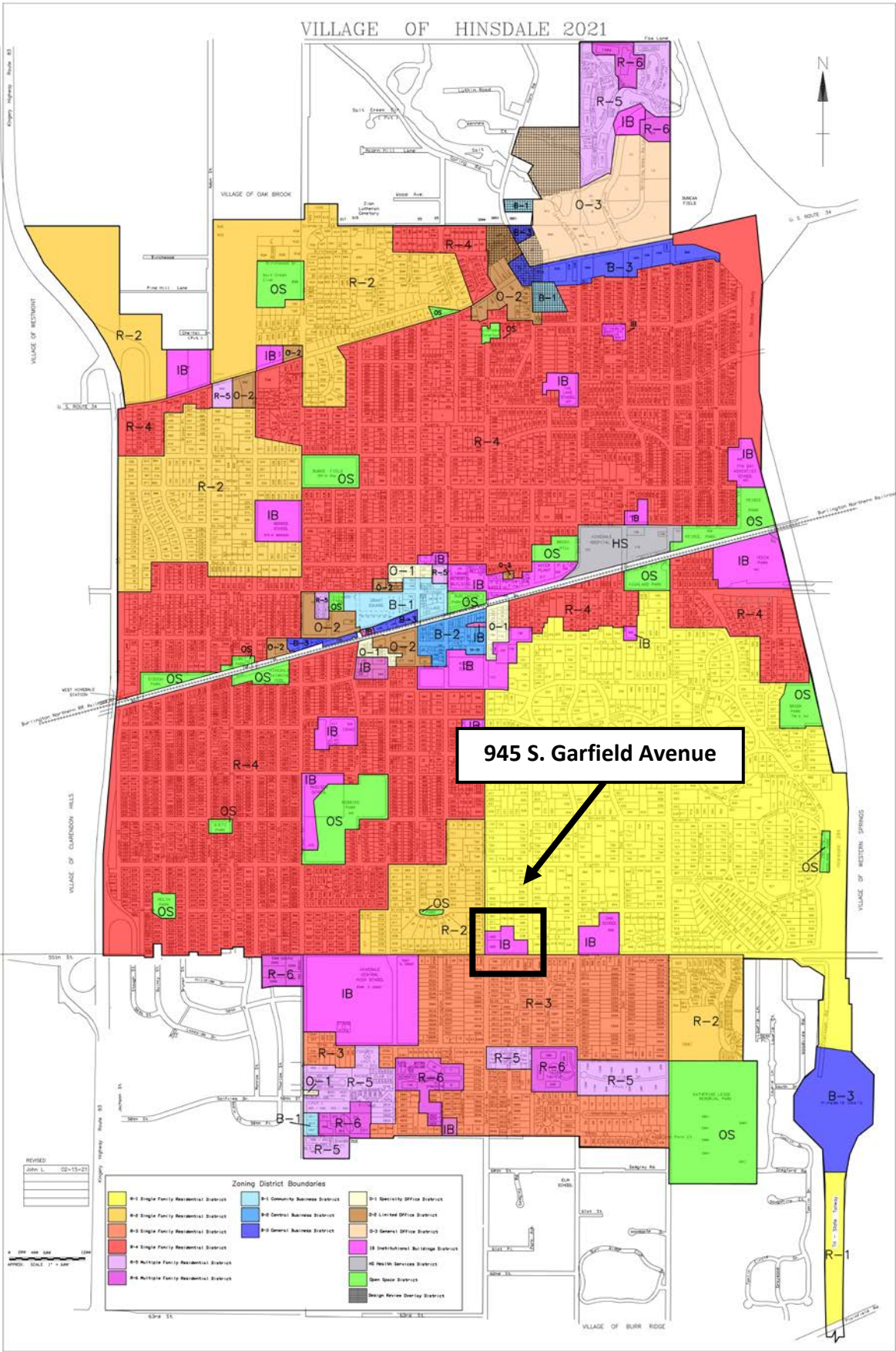
No Special Use Permit shall be recommended or granted unless the applicant shall establish that the Standards listed in Section 11-602(E) are met.

### **ATTACHMENTS**

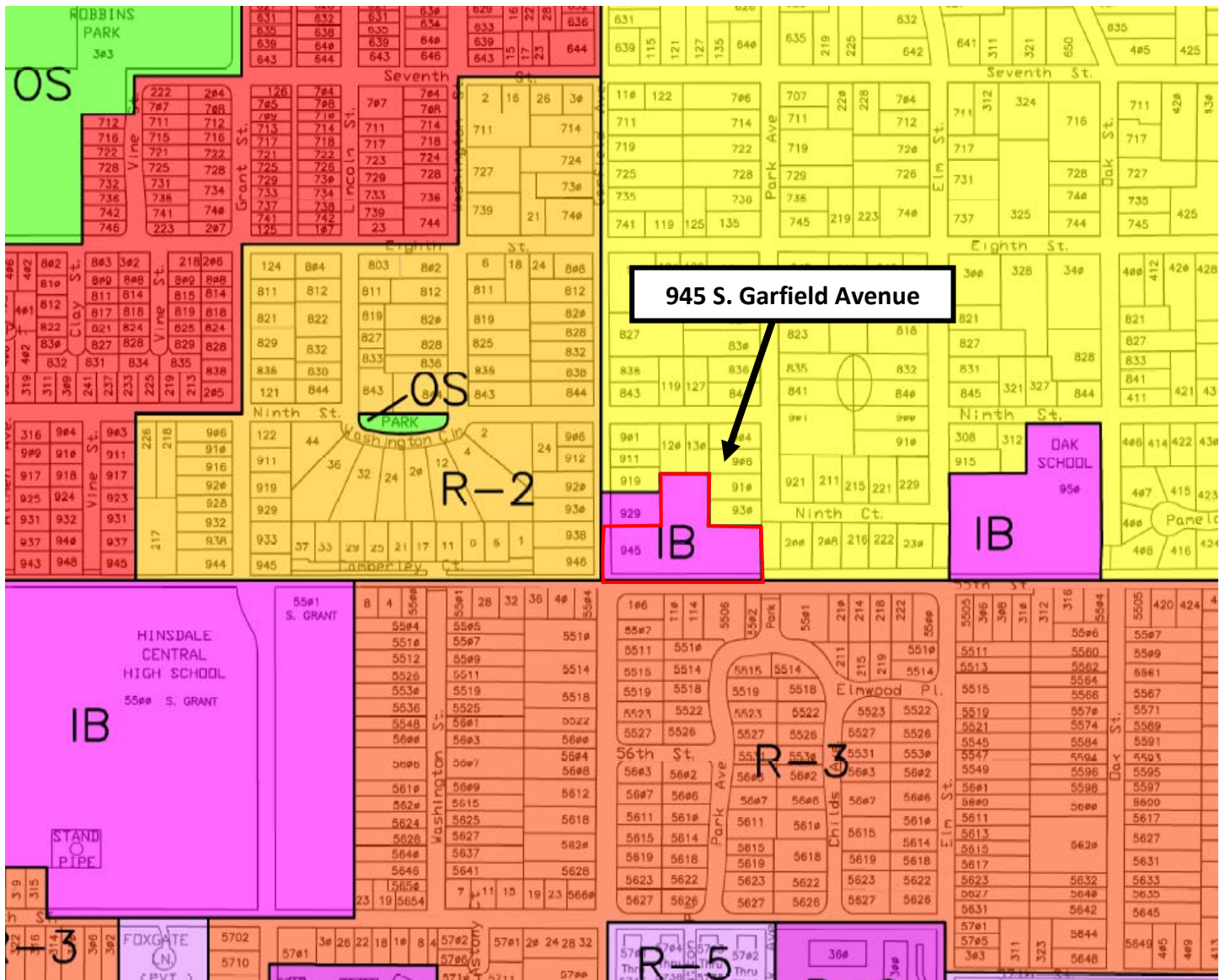
1. Zoning Map and Project Location
2. Aerial View
3. Birdseye View
4. Street View
5. Special Use Permit Applications and Exhibits



Village of Hinsdale Zoning Map and Project Location

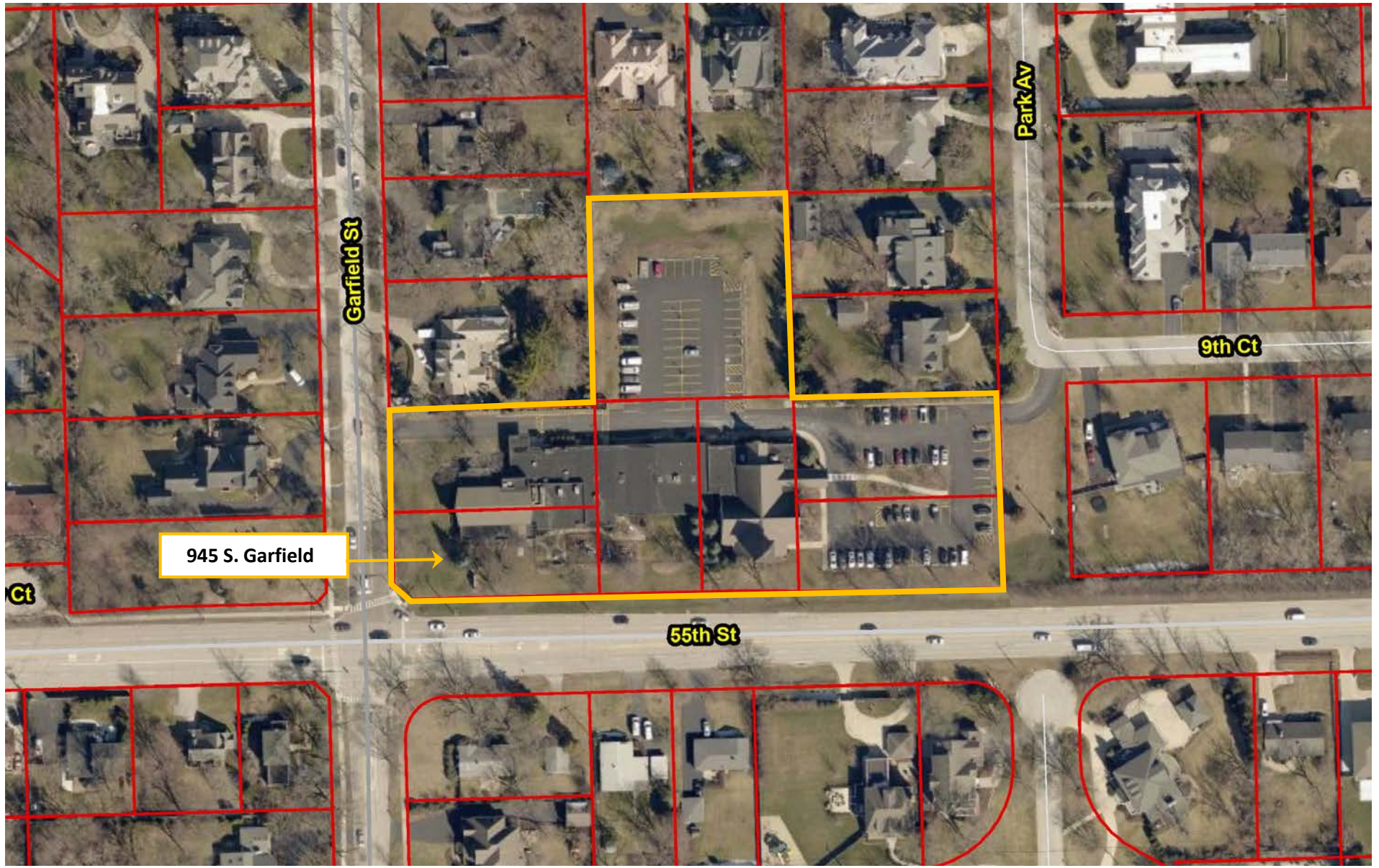


## Village of Hinsdale Zoning Map and Project Location



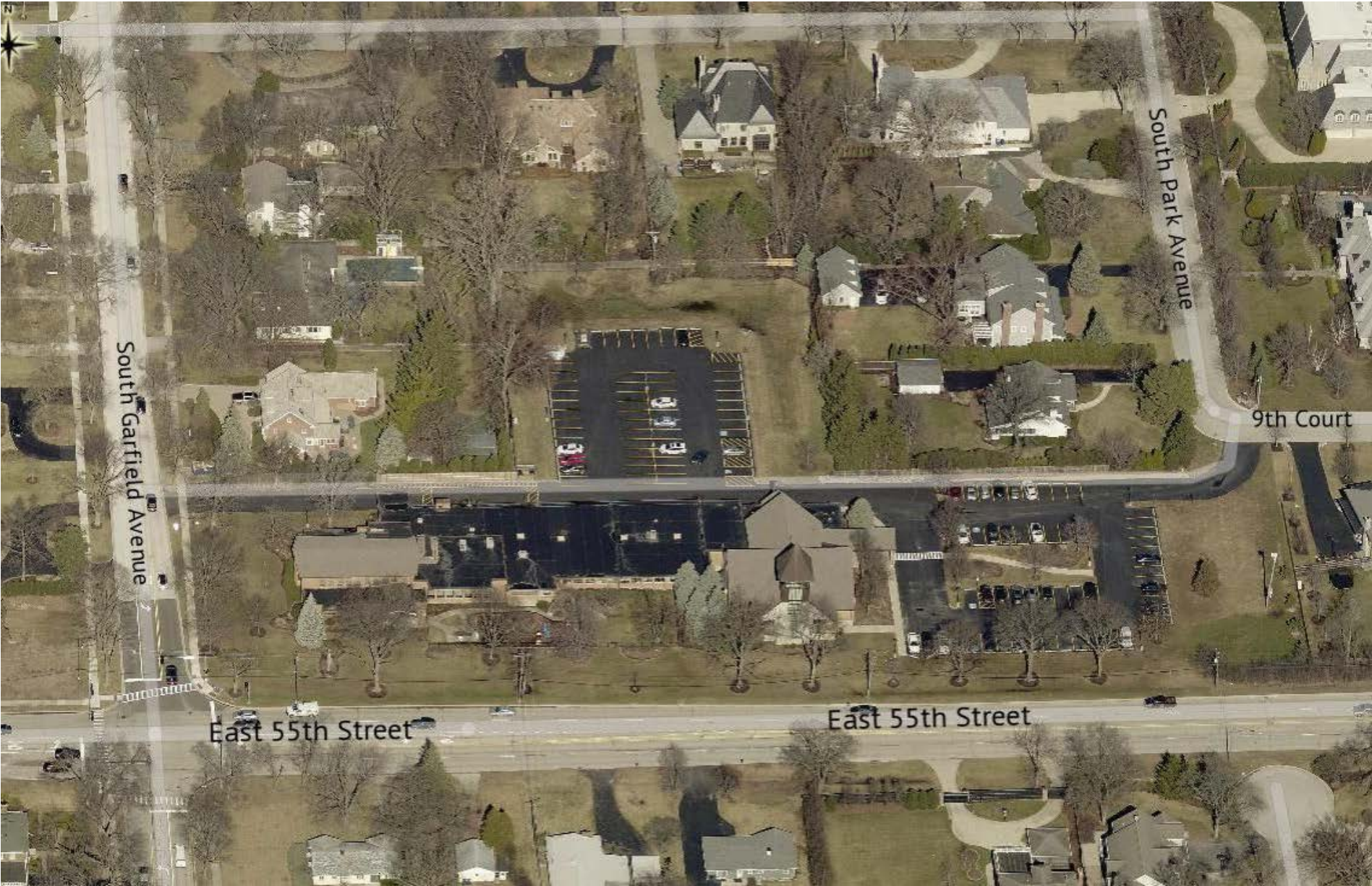


Aerial View – 945 S. Garfield Avenue





Birds Eye View – 945 S. Garfield Avenue





## Street View – 945 S. Garfield Avenue

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## Street View – 945 S. Garfield Avenue

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## I. GENERAL INFORMATION

Name: Hinsdale United Methodist Church  
Address: 945 S. Garfield St.  
City/Zip: Hinsdale, IL 60521  
Phone/Fax: (<sup>630</sup>) 325-1280 /             
E-Mail: zsf3@aol.com (Zed Francis)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip: \_\_\_\_\_

Phone/Fax: (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_

E-Mail: \_\_\_\_\_

1) N/A

2)

3)

## II. SITE INFORMATION

Address of subject property: 945 S. Garfield St.

Property identification number (P.I.N. or tax number): 09 - 12 - 412 - 008  
See more attached.

Brief description of proposed project: Applicant is seeking Special Use approval to operate its Montessori Gifted Prep Preschool  
program as Child Daycare Services

General description or characteristics of the site: Property is owned by Hinsdale United Methodist Church, which still  
operated its church at the Property. HUMC previously operated a preschool in the proposed space to be used by the Applicant for 52 years  
until the closure of the program in June of 2018.

Existing zoning and land use: IB District

Surrounding zoning and existing land uses:

North: R-1

South: R-3

East: R-1

West: R-2

Proposed zoning and land use: IB; Child Daycare Services

**Please mark the approval(s) you are seeking and attach all applicable applications and standards for each approval requested:**

☒ Site Plan Approval 11-604

☐ Design Review Permit 11-605E

☒ Exterior Appearance 11-606E

☒ Special Use Permit 11-602E  
Special Use Requested: Child Daycare Services

☐ Map and Text Amendments 11-601E  
Amendment Requested: \_\_\_\_\_

☐ Planned Development 11-603E

☐ Development in the B-2 Central Business District Questionnaire



# TABLE OF COMPLIANCE

Address of subject property: 945 S. Garfield

The following table is based on the IB Zoning District.

	Minimum Code Requirements	Proposed/Existing Development
Minimum Lot Area (s.f.)	80,000	149,687
Minimum Lot Depth	250	186
Minimum Lot Width	200	598
Building Height	40	30
Number of Stories		
Front Yard Setback	50	61.2
Corner Side Yard Setback	35	35.5
Interior Side Yard Setback	25	35.5
Rear Yard Setback	50	200
Maximum Floor Area Ratio (F.A.R.)*	<b>0.5</b>	<b>0.24</b>
Maximum Total Building Coverage*	<b>N/A</b>	<b>N/A</b>
Maximum Total Lot Coverage*	N/A	N/A
Parking Requirements	86 Spaces	105 Spaces
Parking front yard setback	25	n/a
Parking corner side yard setback	<b>25</b>	<b>26.2</b>
Parking interior side yard setback	<b>25</b>	<b>5</b>
Parking rear yard setback	10	9.7
Loading Requirements		
Accessory Structure Information		

\* Must provide actual square footage number and percentage.

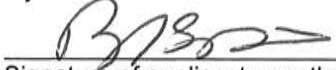
Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: \_\_\_\_\_

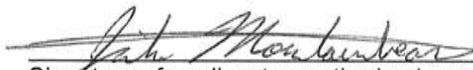
## CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.
- B. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:
1. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
  2. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
  3. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
  4. Location, size, and arrangement of all outdoor signs and lighting.
  5. Location and height of fences or screen plantings and the type or kind of building materials or plantings used for fencing or screening.
  6. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
  7. A traffic study if required by the Village Manager or the Board or Commission hearing the application.
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. The Applicant understands that he/she is responsible for all application fees and any other fees, which the Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.
- F. THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE APPLICATION FEE. BY SIGNING THE APPLICATION, THE OWNER HAS AGREED TO PAY SAID FEE, AND TO CONSENT TO THE FILING AND FORECLOSURE OF A LIEN AGAINST SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN THIRTY (30) DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

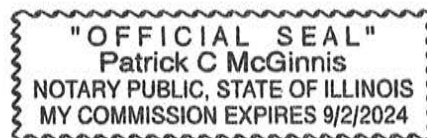
On the 14<sup>th</sup>, day of November, 2023, I/We have read the above certification, understand it, and agree to abide by its conditions.

  
Signature of applicant or authorized agent  
ZED S. FRANCIS  
Name of applicant or authorized agent  
Hinsdale United Methodist Church

  
Signature of applicant or authorized agent  
Monterro Gifted Prep  
Name of applicant or authorized agent

SUBSCRIBED AND SWORN  
to before me this 14<sup>th</sup> day of  
November, 2023.

  
Notary Public





**VILLAGE OF HINSDALE**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
19 East Chicago Avenue  
Hinsdale, Illinois 60521-3489  
630.789.7030

**Application for Certificate of Zoning Compliance**

*You must complete all portions of this application. If you think certain information is not applicable, then write "N/A." If you need additional space, then attach separate sheets to this form.*

**Applicant's name:** Montessori Gifted Prep

**Owner's name (if different):** Hinsdale United Methodist Church

**Property address:** 945 S. Garfield St.

**Property legal description:** [attach to this form]

**Present zoning classification:** IB, Institutional Buildings

**Square footage of property:** 3.83 acres

**Lot area per dwelling:** 25,298 sq. ft.

**Lot dimensions:** 170.3 x 320

**Current use of property:** Church

**Proposed use:** ☐ Single-family detached dwelling  
☒ Other: Business

**Approval sought:** ☐ Building Permit ☐ Variation  
☒ Special Use Permit ☐ Planned Development  
☐ Site Plan ☐ Exterior Appearance  
☐ Design Review  
☐ Other: \_\_\_\_\_

**Brief description of request and proposal:**

Applicant is seeking to operate a Child Daycare Services program at the Property

**Plans & Specifications:** [submit with this form]

**Provided:                      Required by Code:**

**Yards:**

front: \_\_\_\_\_  
interior side(s)      \_\_\_\_\_ / \_\_\_\_\_      \_\_\_\_\_ / \_\_\_\_\_

Provided:

Required by Code:

corner side	_____	_____
rear	_____	_____
<b>Setbacks (businesses and offices):</b>		
front:	61.2	50'
interior side(s)	35.5' / n/a	25' / 25'
corner side	35.5	35'
rear	200'	50'
others:	N/A	N/A
Ogden Ave. Center:	N/A	N/A
York Rd. Center:	N/A	N/A
Forest Preserve:	N/A	N/A

**Building heights:**

principal building(s):	30'	40'
accessory building(s):	70'	70'

**Maximum Elevations:**

principal building(s):	1	1
accessory building(s):	_____	_____

Dwelling unit size(s): N/A N/A

Total building coverage: N/A N/A

Total lot coverage: \_\_\_\_\_

Floor area ratio: 0.24 .50

Accessory building(s): N/A

Spacing between buildings: [depict on attached plans]

principal building(s): \_\_\_\_\_  
accessory building(s): \_\_\_\_\_


Number of off-street parking spaces required: 86

Number of loading spaces required: 0

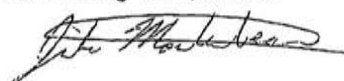
**Statement of applicant:**

I swear/affirm that the information provided in this form is true and complete. I understand that any omission of applicable or relevant information from this form could be a basis for denial or revocation of the Certificate of Zoning Compliance.

By:

  
Applicant's signature

Hinsdale United  
Methodist Church  
Applicant's printed name



Montezuma Gifted Prep

Dated: November 14, 2023.



### LEGAL DESCRIPTION

LOTS 4, 6, 7, 8, 9, 10, 11 AND 18 IN WM W. THOMPSON'S SUBDIVISION OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 12, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 14, 1927 AS DOCUMENT 231565, EXCEPT THAT PART OF LOTS 7, 8, 9 AND 10, AFORESAID, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 7; THENCE RUNNING NORTH ALONG THE WEST LINE OF SAID LOT 7 A DISTANCE OF 27 FEET; THENCE SOUTHEASTERLY A DISTANCE 21.21 FEET, MORE OR LESS, TO A POINT 15 FEET EAST OF THE WEST LINE OF SAID LOT 7 AND 12 FEET NORTH OF THE SOUTH LINE OF SAID LOT 7; THENCE RUNNING EAST ALONG A LINE 12 FEET NORTH OF AND PARALLEL TO THE SOUTH LINE OF SAID LOTS 7, 8 AND 9 TO A POINT 335 FEET EAST OF THE WEST LINE OF SAID LOT 7 AND 12 FEET NORTH OF THE SOUTH LINE OF SAID LOT 7; THENCE RUNNING SOUTHEASTERLY A DISTANCE OF 150.08 FEET, MORE OR LESS, TO A POINT 485 FEET EAST OF THE WEST LINE OF SAID LOT 7 AND 7 FEET NORTH OF THE SOUTH LINE OF LOT 10; THENCE RUNNING EAST ALONG A LINE 7 FEET NORTH OF AND PARALLEL TO THE SOUTH LINE OF SAID LOT 10, A DISTANCE OF 109.1 FEET, MORE OR LESS, TO THE EAST LINE OF SAID LOT 10; THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 10 TO THE SOUTHEAST CORNER OF SAID LOT 10; THENCE WEST ALONG THE SOUTH LINES OF SAID LOTS 10, 9, 8 AND 7 A DISTANCE OF 594.1 FEET, MORE OR LESS, TO THE POINT OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS.

Permanent Real Estate Number(s): 09-12-412-018, 09-12-412-006, 09-12-412-008,  
09-12-412-019, 09-12-412-020, 09-12-412-021,  
09-12-412-016

Address of Real Estate: 945 S. Garfield St., Hinsdale, IL 60521

Subject to general real estate taxes not due and payable at the time of Closing; covenants, conditions and restrictions of record; and building lines and easements, if any, provided they do not interfere with the current use and enjoyment of the Real Estate.



## COMMUNITY DEVELOPMENT DEPARTMENT SPECIAL USE PERMIT CRITERIA

**Must be accompanied by completed Plan Commission Application**

**Address of proposed request:** 945 S. Garfield St., Hinsdale, IL 60521

**Proposed Special Use request:** Child Daycare Services

**Is this a Special Use for a Planned Development?** ☒ **No** ☐ **Yes** (If so this submittal also requires a completed Planned Development Application)

### REVIEW CRITERIA

Section 11-602 of the Hinsdale Zoning Code regulates Special use permits. Standard for Special Use Permits: In determining whether a proposed special use permit should be granted or denied the Board of Trustees should be guided by the principle that its power to amend this Code is not an arbitrary one but one that may be exercised only when the public good demands or requires the amendment to be made. In considering whether that principle is satisfied in any particular case, the Plan Commission and Board of Trustees should weigh, among other factors, the below criteria Please respond to each criterion as it relates to the application. Please use an additional sheet of paper to respond to questions if needed.

**FEES for a Special Use Permit: \$1,225 (must be submitted with application)**

1. *Code and Plan Purposes.* The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established.

See attached.

2. *No Undue Adverse Impact.* The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.

See attached.



3. *No Interference with Surrounding Development.* The proposed use and development will be constructed, arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations

See attached.

4. *Adequate Public Facilities.* The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

See attached.

5. *No Traffic Congestion.* The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

See attached.

6. *No Destruction of Significant Features.* The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.

See attached.

7. *Compliance with Standards.* The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

See attached.

8. *Special standards for specified special uses.* When the district regulations authorizing any special use in a particular district impose special standards to be met by such use in such district.

See attached.

9. Considerations. In determining whether the applicant's evidence establishes that the foregoing standards have been met, the Plan Commission shall consider the following:

*Public benefit.* Whether and to what extent the proposed use and development at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience or that will contribute to the general welfare of the neighborhood or community.

See attached.

*Alternate locations.* Whether and to what extent such public goals can be met by the location of the proposed use and development at some other site or in some other area that may be more appropriate than the proposed site.

See attached.

*Mitigation of adverse impacts.* Whether and to what extent all steps possible have been taken to minimize any adverse effects of the proposed use and development on the immediate vicinity through building design, site design, landscaping, and screening.

See attached.



1. ***Code and Plan Purposes.*** The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established.

The requested use (Child Daycare Services – SIC Code 835) is an allowable use in the IB Zoning District, as a Special Use. The IB institutional buildings district is established to accommodate existing and future public buildings and buildings having purposes and impacts similar to public buildings. The IB District is a community institutional buildings district that is intended to serve the Hinsdale suburban community with a range of public services. The Montessori Gifted Prep Preschool, as a child daycare services program, meets this criteria. The Special Use requires approval again because the prior preschool program closed in 2018. It was previously approved on March 2, 2004 (unanimously) by the Village Board as Ordinance No. 02004-12.

2. ***No Undue Adverse Impact.*** The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.

The proposed use as child daycare services will not have an adverse impact upon the adjacent properties or the surrounding community, but rather will help contribute to and foster the local community. The Property Owner, Hinsdale United Methodist Church (“HUMC”), previously operated a preschool program at the Property for fifty-two (52) years, until the closure of its program in June 2018. The program being proposed by the applicant will be no more intensive than the preschool program that was previously offered by the Owner.

3. ***No Interference with Surrounding Development.*** The proposed use and development will be constructed, arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

The proposed use of the property for child daycare services will not require any change to the existing property. The proposed use will not impact the immediate vicinity or interfere with the use and development of neighboring properties in accordance with the applicable district regulations. The drop off center on Garfield Street and exit onto Park Avenue was the way it was done safely for fifty-two (52) years operating as a preschool as well as a church.

4. ***Adequate Public Facilities.*** The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

No changes to any public facilities are necessary. The use of the property as child daycare services was served adequately by the surrounding public services and facilities when the Owner of the Property operated child daycare serves there for over fifty (50) years.

5. ***No Traffic Congestion.*** The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

The proposed use will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets. As previously indicated, the Owner of the Property previously operated a preschool program that was approximately twice as large as the initial program being proposed by the Applicant, and no such traffic issues were previously experienced. Further, the Applicant and Owner have proposed a one-way traffic flow through the Property for child drop off and pick up that will alleviate any traffic issues and keep the flow of traffic as needed. The proposed drop off and pick up route has room for twenty-four (24) cars, with room in the parking lot isles for stacking of up to twenty (20) additional cars. Additionally, only thirty-three to thirty-five (33-35) parking spots will be required by the code, but the staff at MGP will never exceed seventeen (17).

6. ***No Destruction of Significant Features.*** The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.

The existing structure will remain and there will be no destruction, loss, or damage of any natural, scenic, or historic features of significant importance. No changes are being made to the structure or the Property except adding secure intercom doors between the school and the church. Applicant will be using the existing canopy for pick up and drop off.



**7. *Compliance with Standards.* The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.**

Applicant is seeking approval for a Special Use to utilize the property for child daycare services. Child daycare services are permitted in the IB District as a Special Use. There are no additional standards required for such use, nor any variances needed.

The Property parking lot currently provides one hundred and ten (105) parking spaces. The Church (which is 10,521 sq. ft.) requires fifty-seven (57) spaces under the Code and the Applicant's space/program (which utilizes 9,800 sq. ft.) requires forty-eight (48) spaces, meaning a total of one hundred and five (105) spaces is required and available. Nevertheless, the MGP program will never have more than seventeen (17) staff members, so it will rarely, if ever, utilize all of its allotted spaces. Further, the church and preschool program will not be in session at the same time so their allotted spaces will not be utilized simultaneously. One potential item that was raised was potential memorial services at the Church during the week, however in the last year this only occurred during the week one time, so it would be a rare occurrence. In that instance, overflow parking onto public streets could be used, as is often the case with churches through Hinsdale when memorial services/funerals are held. This was also the case when HUMC operated a preschool program at the Property for over fifty (50) years and it was never an issue during that time.

The Church does lease out up to fifty (50) parking spaces to students of Hinsdale Central High School as an accessory use of the property as a form of community outreach/church ministry (the church also provides students with treats during finals and other events). This was also the case when HUMC operated a preschool program, as the student parking began in approximately 2014, and it was never an issue during that time. These parking spaces are needed by the students as more parking is needed than is provided by the high school, and the HUMC would like to continue offering this as a form of community outreach/church ministry.

**8. *Special standards for specified special uses.* When the district regulations authorizing any special use in a particular district impose special standards to be met by such use in such district.**

All of the conditions of the approved special use are being met. There are no long hours, no overnight operations, nor any weekend hours. The Property was previously approved for the same special use, for which it was used for over fifty (50) years.

9. **Considerations.** In determining whether the applicant's evidence establishes that the foregoing standards have been met, the Plan Commission shall consider the following:

***Public benefit.*** Whether and to what extent the proposed use and development at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience or that will contribute to the general welfare of the neighborhood or community.

The Montessori Gifted Prep Preschool will serve needs of residents of Hinsdale and will not have any negative impact on any neighbors. MGP will help promote early childhood education within the community through immersion, authentic Montessori inquiry-based curriculum taught in Spanish, Mandarin, and English that is focused on building loving relationships with peers and adults. MGP provides a full arts and sciences enrichment program that includes music, computer coding, robotics, yoga, fine arts, sports, and gardening. Mr. Mountainbear already operates a Montessori program at 4754 N. Leavitt in Chicago and the success of the program is evident due to its growth since it opened in 2015.

***Alternate locations.*** Whether and to what extent such public goals can be met by the location of the proposed use and development at some other site or in some other area that may be more appropriate than the proposed site.

No alternative locations would better serve the public goals or proposed use and development of the current site.

***Mitigation of adverse impacts.*** Whether and to what extent all steps possible have been taken to minimize any adverse effects of the proposed use and development on the immediate vicinity through building design, site design, landscaping, and screening.

Any adverse effects of the proposed use, which are minimal, have been adequately addressed.



## **Summary & Business Description**

Applicant is seeking approval for a Special Use to operate the Montessori Gifted Prep Preschool as a Child Daycare Services facility in the B-1 District at the property located at 945 S. Garfield St.

The property is owned by the Hinsdale United Methodist Church, which previously operated the HUMC Preschool Program for fifty-two (52) years, from 1966-2018 at the property. HUMC had an approved special use for the preschool continuously for those fifty-two (52) years until its closure in June 2018. At that time, HUMC was licensed to provide services for up to sixty-six (66) children and had a typical teacher/staff count of 15-17.

Applicant has obtained the approval from the owner of the property, HUMC, to operate its Montessori preschool program at this location and has entered into a lease agreement with the Owner, contingent on the Special Use approval. HUMC sees its partnership with Montessori Gifted Prep Preschool as a continuation of its commitment to early childhood education as a core mission of its church.

Applicant started Montessori Gifted Prep ("MGP") in classroom space at the Berry United Methodist church at 4754 N. Leavitt in Chicago in 2015. MGP has effectively served the early childhood education needs of the Lincoln Square community as evidenced by its growth and success. JC Mountainbear is the founder and CEO of MGP. MGP offers a trilingual full immersion, authentic Montessori inquiry-based curriculum taught in Spanish, Mandarin, and English that is focused on building loving relationships with peers and adults. MGP provides a full arts and sciences enrichment program that includes music, computer coding, robotics, yoga, fine arts, sports, and gardening.

Prior to founding MGP, Mr. Mountainbear worked as an Investment Banker, was educated at the Harvard Graduate School of Education, Midwest Montessori Teacher Training Center (Montessori Teacher Certification), Kellogg School of Management at Northwestern University MBA, and University of Michigan BBA.

MGP is a Full Member School of the American Montessori Society; Fully licensed by the State of Illinois Department of Children and Family Services, Member of the Illinois Montessori Schools (AIMS), and Research Lab Schools - Loyola University Chicago, Movement & Learning Children's Lab.

MGP is seeking Special Use approval in hopes of opening a second location in the Village of Hinsdale, providing the perfect intersection of a small, caring school community and a dynamic academic preschool curriculum. MGP will be using the same space that the HUMC preschool utilized for fifty-two (52) years. It plans to update the interior classroom space as it operates in the west portion of the church structure.

Montessori Gifted Prep Preschool program will aim to have enrollment of up to 75-77 children at a time, however it will obviously be significantly less to start as the program is first being established. The required number of staff will depend on student enrollment, but will never exceed more than seventeen (17) staff members, which includes administrative staff and teachers. Normal operating hours will be 7 am to 6 pm, which included before and after care outside of the typical 8:30 am to 3:30 pm school day.

Applicant is not seeking any changes to the building or site in order to operate its program other than adding secure intercom doors between the school and the church.

## **Hinsdale United Methodist Church (HUMC) Background and Coordination with the Proposed Lease Arrangement with Montessori Gifted Prep Preschool (MGP)**

### **Background**

HUMC has been serving the Hinsdale community for nearly 65 years at 945 S. Garfield Street.

We view the proposed relationship with MGP as a natural continuation of our long service and mission to the Hinsdale community in serving the educational needs of children and their families. The HUMC preschool was founded in 1966 and served the Hinsdale community continuously for 52 years until its closure in June 2018.

The decision to close the program in 2018 was a difficult one for the church. It was driven by the announced retirement of our professional director as well as the planned retirement of several of our teachers. As we closed the program in 2018, we announced our goal was to highlight our church's focus on children, youth and families using a different program/vehicle.

After the pre-school was closed, we continued to offer a myriad of ongoing programming for children and youth including Sunday School classes, missions programs for children and youth, faith formation, confirmation classes, music programs and Vacation Bible School.

As we examined alternatives, the pandemic obstructed our efforts to launch another program tailored to our role in serving the early childhood education needs of the community. In 2021, our congregation approved the formation of a committee to develop and implement an effective use of our church space (focusing on the west side of our building where the preschool and former sanctuary are located). Our committee examined several potential uses to serve the community and our church mission. We are confident the MGP relationship will serve the community and be exceptionally well coordinated with other church programs and activities.

### **HUMC Space Usage, Parking and Financial Considerations**

We endeavor to be good stewards of HUMC's finances and physical space – large parts of the building are never or rarely used; this was true even before the pandemic limited our facility usage. The proposed partnership with MGP will revitalize the under-used space in the west portion of our building.

Beyond providing important educational Child Daycare Services, it will provide financial resources to HUMC to maintain our programs and services. Like many other churches and denominations, lower attendance exacerbated by the pandemic and aging demographics of our membership have produced some challenges. For example, we have lost about \$150,000 in annual contributions to the church from the death of key



donors over the past five years. For perspective, our total 2023 approved budget was \$675,000. In addition to the lease income, MGP will share the expenses associated with maintaining the property (utilities, landscaping, playground, parking lot, etc.) ensuring the church property is maintained at its current exceptional level. Programmatically, with the additional resources provided by the MGP relationship, HUMC intends to increase its investment in staffing, programs, and services in the community, especially focused on families. We believe the church is well suited to better meet the needs of families, especially in the core area of spiritual and moral development.

**Attendance trends and building usage** have been altered greatly since the pandemic. Our weekly church attendance (one Sunday service at 10:00 am) averages about 75 people (40 vehicles). Even now, our weekly online virtual service attendance averages 50-60 people. We therefore have plenty of physical space and parking for our weekend service.

During the weekday, there are very few regularly scheduled meetings and programs. We have one pastor and two staff members in the church during the weekday. Our scheduled meetings involve fewer than 15 participants and most are scheduled once a month (Women in Faith, Fireside readers, Men's lunch group, etc.). The standing committees of the church generally conduct their meetings via Zoom in the evenings. Our weekday church usage (when MGP would be in session) is very modest—less than 15 people. And our church office maintains a comprehensive calendar of activities to ensure coordinated space usage.

In the evenings (after 6 pm) and after the vast majority of MGP students will have left by 3:30 pm, we do allow community groups to use our facility (AA, Al-Anon are the most active with weekly meetings). The Scouts also use our facilities on Sunday evenings.

## **Parking Summary**

To further our community service and outreach, our Church provides parking spaces for Hinsdale Central High School students during school hours. We consider this an important aspect of the Church's mission of serving the needs of the community. Such accessory use is permitted under Code Sec. 7-303 in the Institutional Buildings District, which permits accessory uses subject to Code Sec. 9-101. Pursuant to Code Sec. 9-101, "Subject to the limitations of this Section, accessory structures and uses are permitted in any zoning district in connection with any principal use lawfully existing within such district." This Section further defines an accessory use as contributing to the comfort, convenience, or necessity and those occupying, working at, or being served by such principal structure or use. As indicated, the offering of parking services to Hinsdale Central High School students is part of the Church's community outreach and helps to serve the needs of the community. Further, there are no limitations listed in Sec. 9-101 for offering such parking services in the IB District. The offering of these parking services has also been going on for years and has been open and obvious to the Village and the community.

We accommodate a maximum of 50 students each semester. There is a recommended parking donation for parking lot maintenance, snow removal and overall property maintenance. Like the proposed MGP usage, our student parking program serves the needs of the community and provides critically needed church resources to maintain our physical property in excellent condition. Each car is registered for the semester, has a sticker, and the family signs a code of conduct. In over a decade of providing this accessory use (including during the time when our pre-school was operating), the church never experienced any parking capacity or other issues. The student parking is exclusively in the east parking lot while the MGP parking will be exclusively in the north lot.

Student parking times are Monday through Friday, 7:00 a.m. until 4:00 p.m. The vast majority of students are parked by 7:45 am (before the normal MGP hours). No parking is allowed during evening school games. No parking is allowed on weekends.

Our parking capacity meets the code requirements, and the aggregate planned usage (MGP and church programs including student parking) has a comfortable cushion with likely parking utilization under 80% of capacity.

The attached Schedule A documents the expected parking usage for our various church and community programs for each day of the week (daytime and evening) and confirms our more than adequate parking capacity.

Sincerely,

Zed S. Francis

Chair of Building Recalibration

Hinsdale United Methodist Church



Schedule A									
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Summary of Expected Parking Usage By Days and Times at Hinsdale United Methodist Church				
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[illegible]



4754 N Leavitt, Chicago, IL 60625

### Grouping and Staffing - Hinsdale

Montessori Gifted Prep at Hinsdale plans to serve children ages 6 weeks – 5 years of age, Monday through Friday 7AM – 6PM, leasing space from Hinsdale United Methodist Church. The following age groups and classes are forecasted:

Six Classrooms	SF	Number of Kids	Number of Staff
Infant 1 (6 weeks – 14 months)	492	8	2
Infant 2 (6 weeks – 14 months)	720	8	2
Toddler 1 (15 – 23 months)	985	15	3
Toddler 2 (15 – 23 months)	985	15	3
Toddler 3 (15 – 23 months)	985	15	3
Primary (ages 2-5)	985	16	2
Admin			2
<b>Total</b>		<b>77</b>	<b>17</b>

### MGP Hinsdale will offer the following selections with the projected enrollment (at Capacity)

Projected Maximum Capacity: 77 Students and 17 Staff

Half the school will start at 8:00AM while the other half will start school at 8:15 (allowing 15-minute window)

	Half Day (8:00 AM – 12:30 PM)	School Day (8:00 AM – 3:30PM)	Full Day (7:00 AM – 6:00PM)
Number Students	5	50	22

Revised for Plan Commission  
Public Hearing 2/15/2024

**Anticipated Number of Children for Drop – Off & Pickup by Time**

Capacity (77 Kids)	Drop-off			Pick-up				
	Early Care	School Day	School Day	Half Day Ends	School Day Ends	School Day Ends	After Care	
Time	7:00-8:00 AM	8:00-8:15 AM	8:15 – 8:30 AM	12:15-12:30 PM	3:00 - 3:15 PM	3:15 - 3:30 PM	3:30 – 5:00 PM	5:00 – 6:00 PM
Attendance (Children)	15	32	30	5	25	25	15	7
Staff Onsite	6	17	17	17	17	17	6	5

Note: There is a 15-minute window for drop-off and pickup. There is also a late fee of \$1 per minute charged for late pickups.

In our school at MGP Chicago, where the majority of our parents drive in, parents do not arrive at the same time. Pickup and drop-off are staggered, usually approximately 5 cars arrive per minute and 1-2 minutes for unloading/loading children.



TRUSTEE'S DEED

BOOK 942 PAGE 64

Form 154 R B-57

The above space for recording use only

THIS INDENTURE, made this 27th day of October, 1958, between CHICAGO TITLE AND TRUST COMPANY, a corporation of Illinois, as Trustee under the provisions of a deed or deeds in trust, duly recorded and delivered to said company in pursuance of a trust agreement dated the 26th day of February, 1936, and known as Trust Number 31497, party of the first part, and HINSDALE METHODIST CHURCH, a Religious Corporation of Illinois, party of the second part.

WITNESSETH, That said party of the first part, in consideration of the sum of Ten and 00/100 (\$10.00) DOLLARS, and other good and valuable considerations in hand paid, does hereby grant, sell and convey unto said party of the second part, the following described real estate, situated in DuPage County, Illinois, to-wit:

Lots 4, 7, 8, 9, 10, 11 and 18 in WILLIAM W. THOMPSON'S SUBDIVISION of the Southwest quarter of the Southwest quarter of the Southeast quarter of Section 12, Township 38 North, Range 11, East of the Third Principal Meridian in DuPage County, Illinois.

273651  
XB

910386

JAN 26 1959 -2 50 PM

RECORDED

together with the tenements and appurtenances thereto belonging, TO HAVE AND TO HOLD the same unto said party of the second part, and to the proper use, benefit and behoof forever of said party of the second part.

This deed is executed pursuant to and in the exercise of the power and authority granted to and vested in said trustee by the terms of said deed or deeds in trust, and subject to the provisions of the trust agreement above mentioned. This deed is made subject to the lien of every such deed or mortgage (if any there be) of record in said county given to secure the payment of money, and remaining unexpired, or not satisfied or otherwise barred.

IN WITNESS WHEREOF, said party of the first part has caused its corporate seal to be hereunto affixed, and has caused its name to be signed to these presents by its Vice-President and attested by its Assistant Secretary, the day and year first above written.

CHICAGO TITLE AND TRUST COMPANY As Trustee as aforesaid,

By M. V. Fetter VICE-PRESIDENT

Attest E. E. Janusz ASSISTANT SECRETARY

STATE OF ILLINOIS  
COUNTY OF COOK

I, Alice Hoffmeier, a Notary Public in and for said County, in the state aforesaid, DO HEREBY CERTIFY, THAT

M. V. Fetter  
Vice-President of the CHICAGO TITLE AND TRUST COMPANY, and

E. E. Janusz  
Assistant Secretary of said Company, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such Vice-President and Assistant Secretary respectively, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act, and in the free and voluntary act of said Company, for the uses and purposes therein set forth; and the said Assistant Secretary did also then and there acknowledge that said Assistant Secretary, as custodian of the corporate seal of said Company, did affix the said corporate seal of said Company to said instrument as said Assistant Secretary's own free and voluntary act, and on the free and voluntary act of said Company, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this 20th day of November, 1958

Alice Hoffmeier  
Notary Public

NAME  
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R  
Y

STREET  
CITY

INSTRUCTIONS

OR

RECORDER'S OFFICE BOX NUMBER

FOR INFORMATION ONLY  
INSERT STREET ADDRESS OF ABOVE  
DESCRIBED PROPERTY HERE

Geo. & Cole A Co Chicago  
LEGAL BLANKS

No. 806  
(NEW EDITION 1959)

WARRANTY DEED—Statutory  
(INDIVIDUAL TO CORPORATION)

Approved By (Chicago Title and Trust Co.)  
(Chicago Real Estate Board)

919474

BOOK 949 PAGE 553

OFFICE OF THE RECORDER OF DEEDS  
COUNTY OF COOK, ILLINOIS

APR 16 1959 -11 25 AM

*Lawrence H. Hinding*  
RECORDER

(The Above Space For Recorder's Use Only)

THE GRANTORS

ARTHUR F. FRANK and CECILIA FRANK, his wife,  
of the City of Chicago County of Cook State of Illinois  
for and in consideration of ----- Ten ----- DOLLARS,  
and other valuable consideration in hand paid,  
CONVEY and WARRANT to  
HINSDALE METHODIST CHURCH  
a corporation created and existing under and by virtue of the Laws of the State of Illinois  
having its principal office in the Village of Hinsdale and  
State of Illinois the following described Real Estate situated in the County  
of DuPage in the State of Illinois, to wit:

Lot 6 in William W. Thompson's Subdivision of the  
Southwest quarter of the Southwest quarter of the  
Southeast quarter of Section 12, Township 38 North,  
Range 11, East of the Third Principal Meridian;

hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of  
the State of Illinois.

DATED this TENTH day of APRIL, 1959.

*Arthur F. Frank* (Seal) *Cecilia Frank* (Seal)  
(Seal) (Seal)

State of Illinois, County of COOK, ss., I, the undersigned, a Notary Public in  
and for said County, in the State aforesaid, DO HEREBY CERTIFY that

ARTHUR F. FRANK and CECILIA FRANK, his wife,

personally known to me to be the same persons whose names are  
subscribed to the foregoing instrument appeared before me this day in  
person, and acknowledged that they signed, sealed, and delivered the said  
instrument as their free and voluntary act, for the uses and purposes  
therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal, this TENTH day of APRIL, 1959.  
My Commission Expires February 5, 1961  
Commission expires 19 *Joseph P. Dux*  
NOTARY PUBLIC

ADDRESS OF PROPERTY:

NAME AUSTIN FLEMING  
MAIL TO: ADDRESS 50 E. LA SALLE ST.  
CITY AND STATE CHICAGO, ILLINOIS

OR RECORDER'S OFFICE BOX NO \_\_\_\_\_

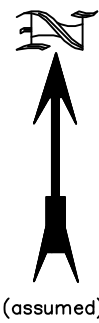


APPLY "RIDERS" OR REVENUE STAMPS HERE



DOCUMENT NUMBER

THE ABOVE ADDRESS IS FOR STATISTICAL  
PURPOSES ONLY AND IS NOT A PART OF  
THIS DEED.



KABAL SURVEYING COMPANY

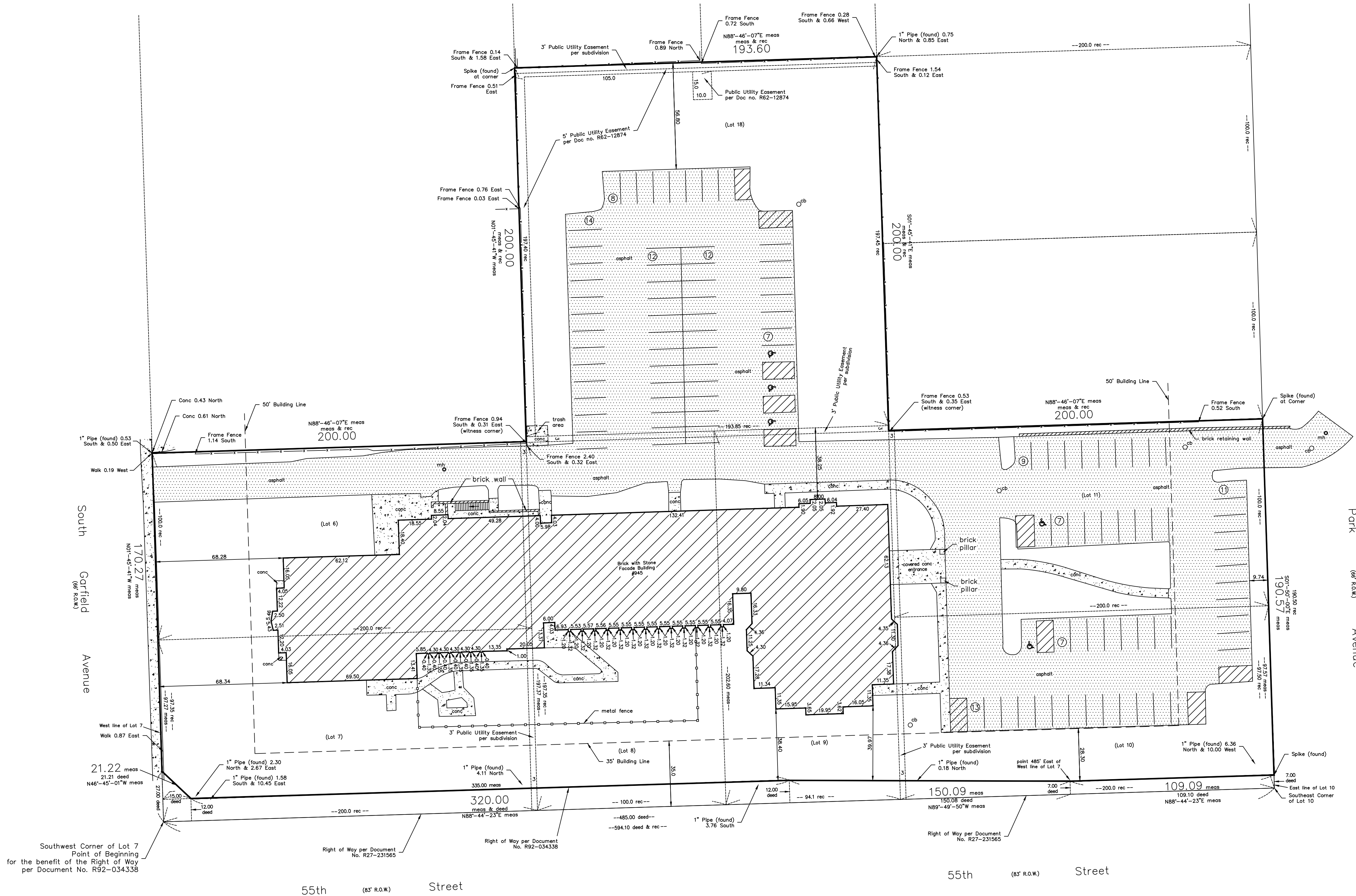
Land Surveying Services

Plat of Survey

Lots 6, 7, 8, 9, 10, 11 and 18 in WM W. Thompson's Subdivision of the Southwest quarter of the Southwest quarter of Section 12, Township 38 North, Range 11, East of the Third Principal Meridian, according to the Plat thereof recorded March 14, 1937 as Document 231565, except that part of Lots 7, 8, 9 and 10, hereinafter described as follows: Beginning at the Southwest corner of Lot 7, thence running North along the West line of said Lot 7 a distance of 27 feet; thence Southeast a distance of 21.21 feet, more or less, to a point 15 feet East of the West line of said Lot 7 and 12 feet North of the South line of said Lot 7; thence running East along a line 12 feet North of and parallel to the South line of said Lot 7, 8, and 9 to a point 335 feet East of the West line of said Lot 7 and 12 feet North of the South line of said Lot 7; thence running Southeast a distance of 150.08 feet, more or less, to a point 485 feet East of the West line of said Lot 7 and 7 feet North of the South line of said Lot 10; thence running East along a line 7 feet North of and parallel to the South line of said Lot 10, a distance 109.1 feet, more or less, to the East line of said Lot 10; thence South along the East line of said Lot 10 to the Southeast corner of said Lot 10; thence West along the South line of said Lot 10, 9, 8 and 7 a distance of 584.1 feet, more or less, to the Point of beginning, in DuPage County, Illinois.

Address: 945 South Garfield Avenue, Hinsdale

10407 West Cermak Road  
Westchester, Illinois 60154  
(708) 562-2652  
Fax (708) 562-7314  
email: kabal-surveying@comcast.net  
website: KabalSurveyingCompany.com  
Registration No. 184-003061



LEGEND  
meas = measured, S = South  
rec = record, E = East, W = West  
N = North, R.O.W. = right-of-way  
conc = concrete, pc = point of curve  
path = porch, conc = concrete  
cb = catch basin, mh = manhole  
♿ = handicapped parking space  
⑤ = number of regular parking spaces

Area of property is approximately 149,687 square feet

Please check Legal Description with Deed and report any discrepancy immediately.

Surveyed December 4, 20 23

Scale: 1 inch = 30 ft.  
Order No. 232009  
Ordered By: Donatelli & Coules

NOTES:  
1) Measured bearings, shown hereon, are based on the Illinois East State Plane Coordinate Zone 1201 (NAD83) determined by GPS Measurement.  
2) There are 100 marked Regular parking spaces  
3) There are 5 marked Handicap parking spaces

This professional service conforms to the current Illinois minimum standards for a boundary survey

STATE OF ILLINOIS }  
COUNTY OF COOK }

I, MITCHELL P. BALEK, an Illinois Professional Land Surveyor, hereby certify that I have surveyed the property described above and the plat hereon drawn is a correct representation of said survey.

Dimensions are in feet and decimal parts thereof and are corrected to a temperature of 62 degrees Fahrenheit.

Mitchell P. Balek

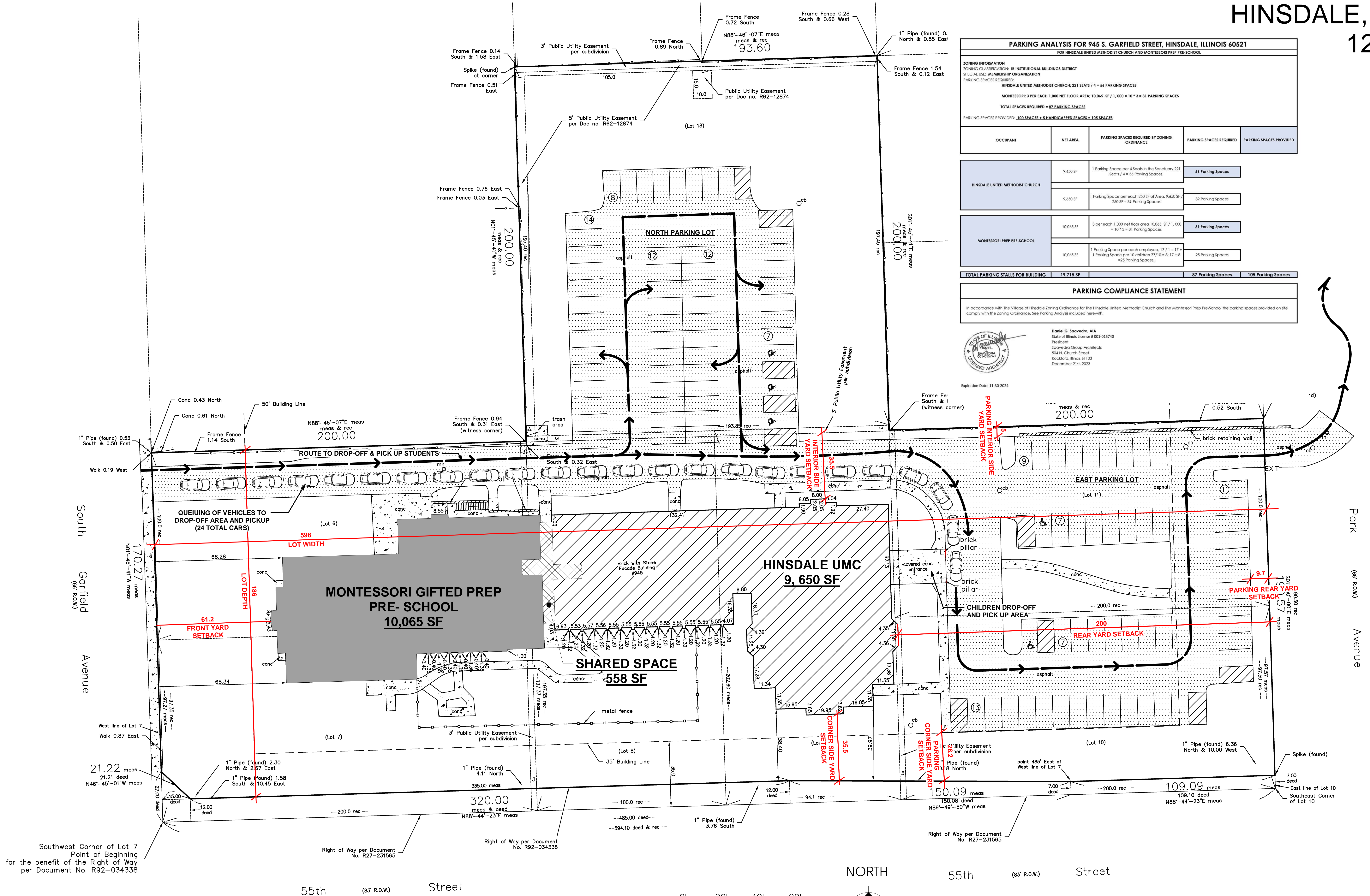
Illinois Professional Land Surveyor No. 035-003250  
My license expires on November 30, 2024

ORIGINAL SEAL IN RED



# MONTESSORI GIFTED PREP PRE-SCHOOL

945 S. GARFIELD  
HINSDALE, IL 60521  
12/21/2023



PARKING ANALYSIS FOR 945 S. GARFIELD STREET, HINSDALE, ILLINOIS 60521				
FOR HINSDALE UNITED METHODIST CHURCH AND MONTESSORI GIFTED PREP PRE-SCHOOL				
ZONING INFORMATION				
ZONING CLASSIFICATION: R-1 INSTITUTIONAL BUILDINGS DISTRICT				
SPECIAL USE: MEMBERSHIP ORGANIZATION				
PARKING SPACES REQUIRED:				
HINSDALE UNITED METHODIST CHURCH: 221 SEATS / 4 = 56 PARKING SPACES				
MONTESSORI: 3 PER EACH 1,000 NET FLOOR AREA: 10,065 SF / 1,000 = 10.065 = 31 PARKING SPACES				
TOTAL SPACES REQUIRED = 87 PARKING SPACES				
PARKING SPACES PROVIDED: 100 SPACES = 5 HANDICAPPED SPACES = 105 SPACES				
OCCUPANT	NET AREA	PARKING SPACES REQUIRED BY ZONING ORDINANCE	PARKING SPACES REQUIRED	PARKING SPACES PROVIDED
HINSDALE UNITED METHODIST CHURCH	9,650 SF	1 Parking Space per 4 Seats in the Sanctuary 221 Seats / 4 = 56 Parking Spaces	56 Parking Spaces	
	9,650 SF	1 Parking Space per each 250 SF of Area: 9,650 SF / 250 SF = 39 Parking Spaces	39 Parking Spaces	
MONTESSORI GIFTED PREP PRE-SCHOOL	10,065 SF	3 per each 1,000 net floor area 10,065 SF / 1,000 = 10.065 = 31 Parking Spaces	31 Parking Spaces	
	10,065 SF	1 Parking Space per each employee: 17 / 1 = 17 1 Parking Space per 10 children: 77 / 10 = 8.17 = 8 = 25 Parking Spaces	25 Parking Spaces	
TOTAL PARKING SPACES FOR BUILDING		19,715 SF	87 Parking Spaces	105 Parking Spaces
PARKING COMPLIANCE STATEMENT				
In accordance with the Village of Hinsdale Zoning Ordinance for the Hinsdale United Methodist Church and The Montessori Gifted Prep Pre-School the parking spaces provided on site comply with the Zoning Ordinance. See Parking Analysis included herewith.				

Daniel G. Saavedra, AIA  
State of Illinois License # 001-015740  
President  
Saavedra Group Architects  
504 N. Church Street  
Rockford, Illinois 61103  
December 21st, 2023  
Expiration Date: 11-30-2024

## SITE PLAN

SCALE: 1" = 20'-0"  
PROJECT NUMBER: 23004.00  
12/21/2023

PRINTING SCALE  
1" TRUE SCALE

CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1" THESE DRAWINGS ARE NOT PRINTED TO SCALE

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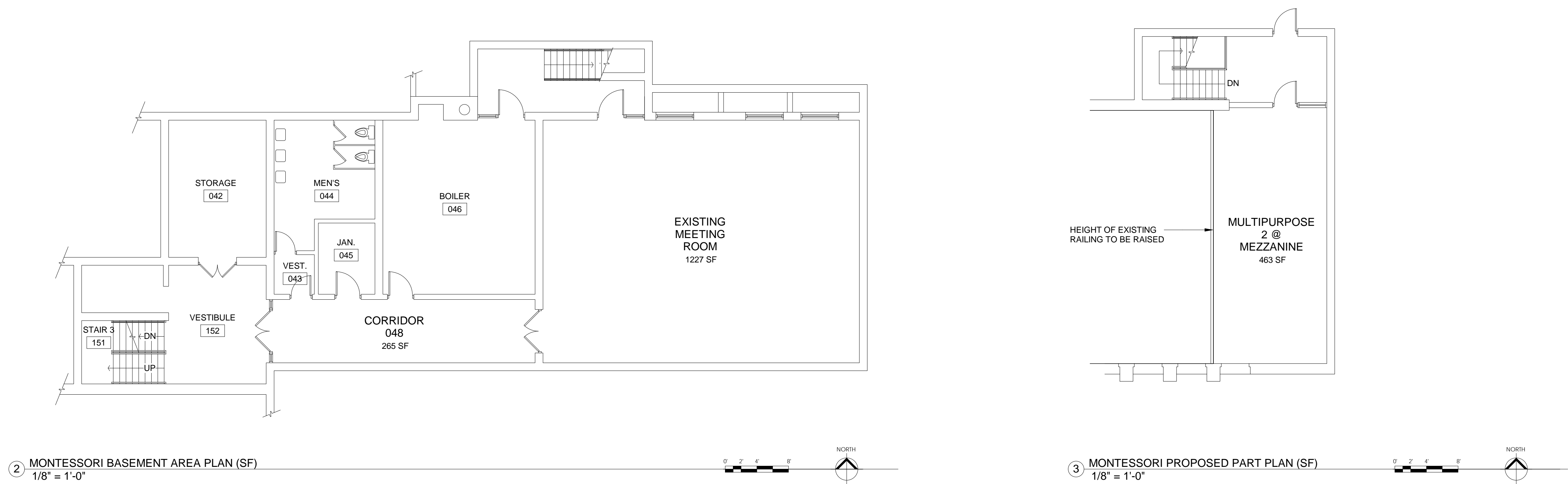
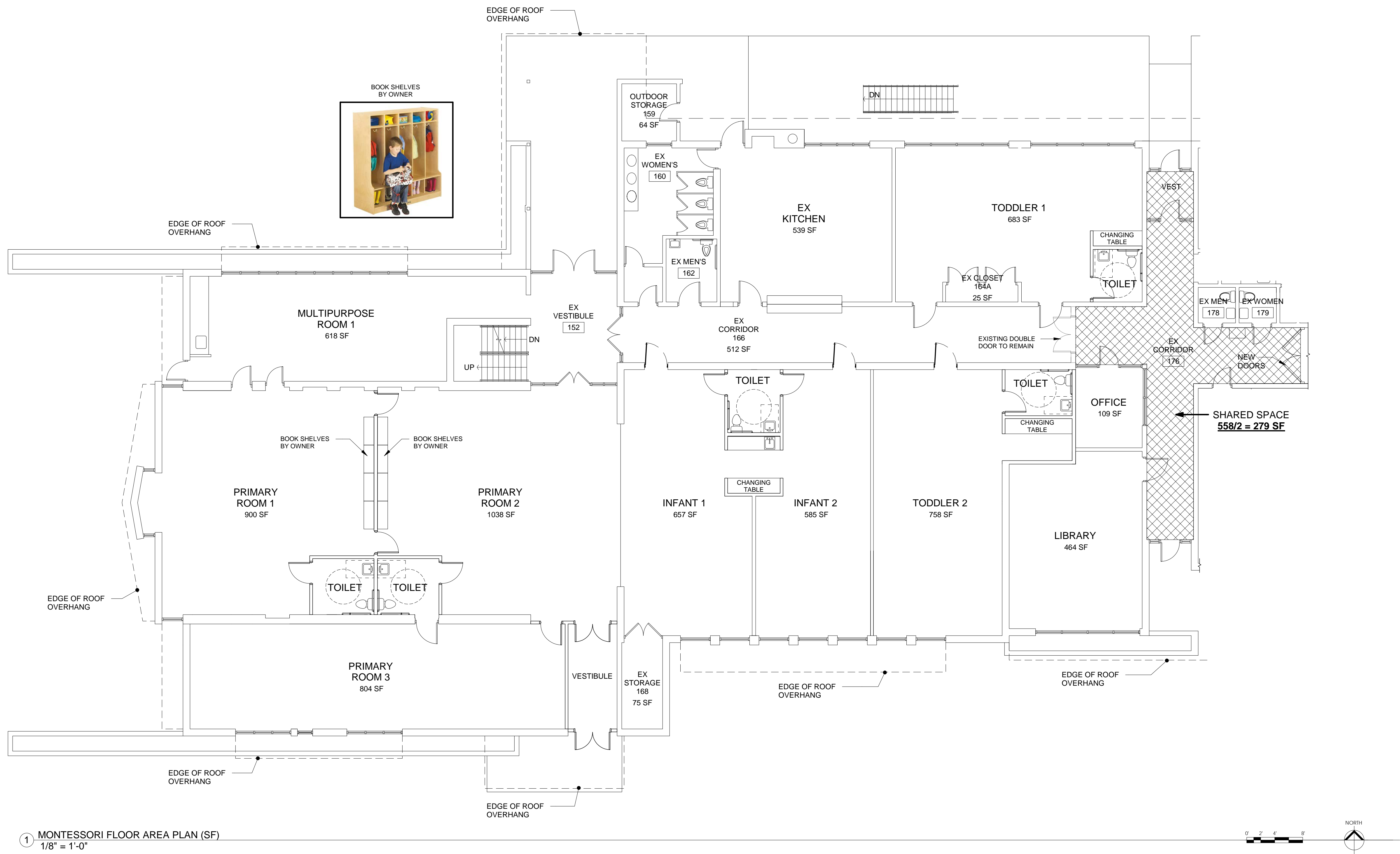


MONTESSORI GIFTED PREP PRE-SCHOOL

945 S. GARFIELD

HINSDALE, IL 60521

12/21/2023



TOTAL NET AREA = 10,065 SF

FLOOR PLANS - MONTESSORI

SCALE: As indicated

PROJECT NUMBER: 23004.00

12/21/2023

PRINTING SCALE

1" TRUE SCALE

CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1" THESE DRAWINGS ARE NOT PRINTED TO SCALE

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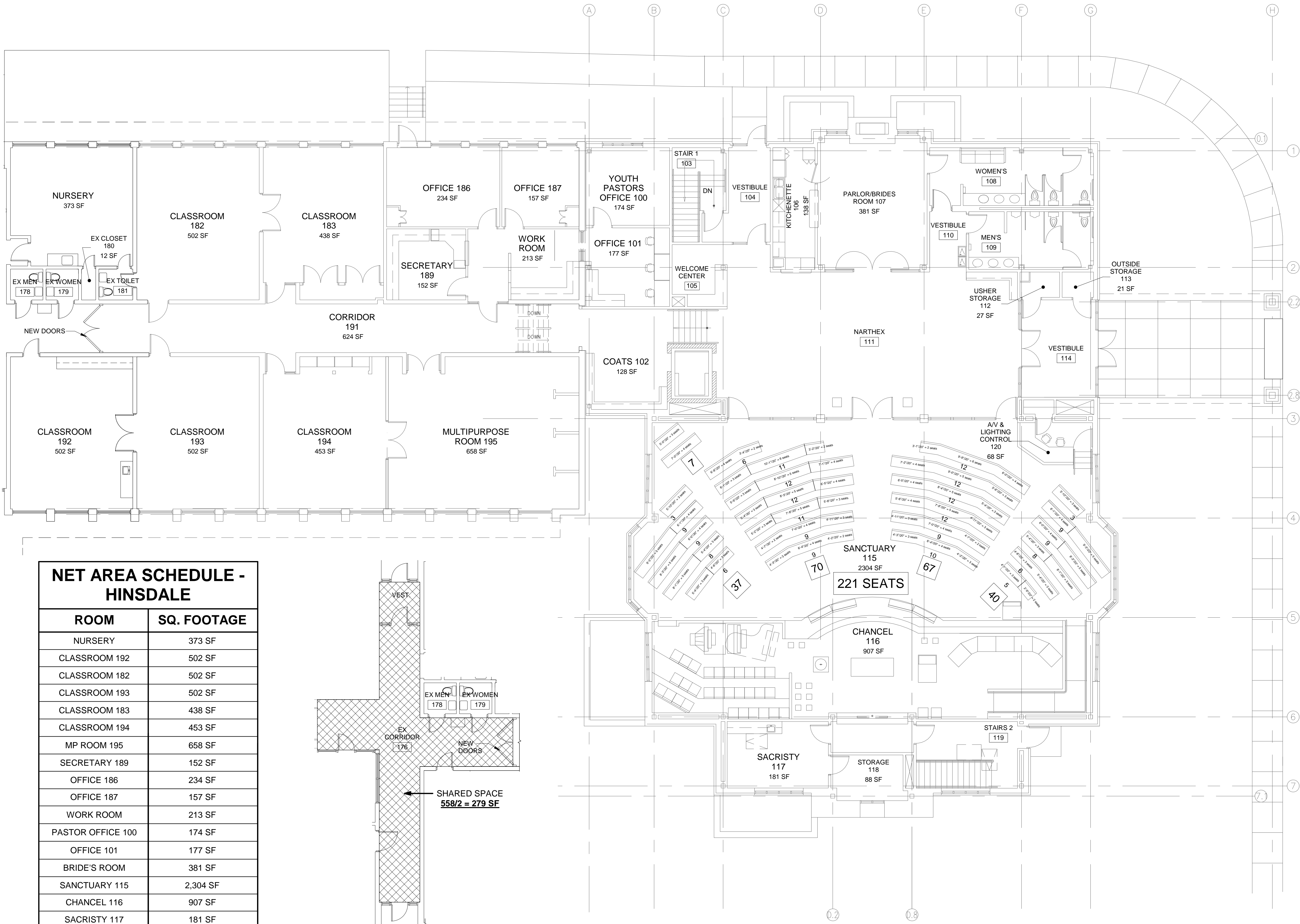
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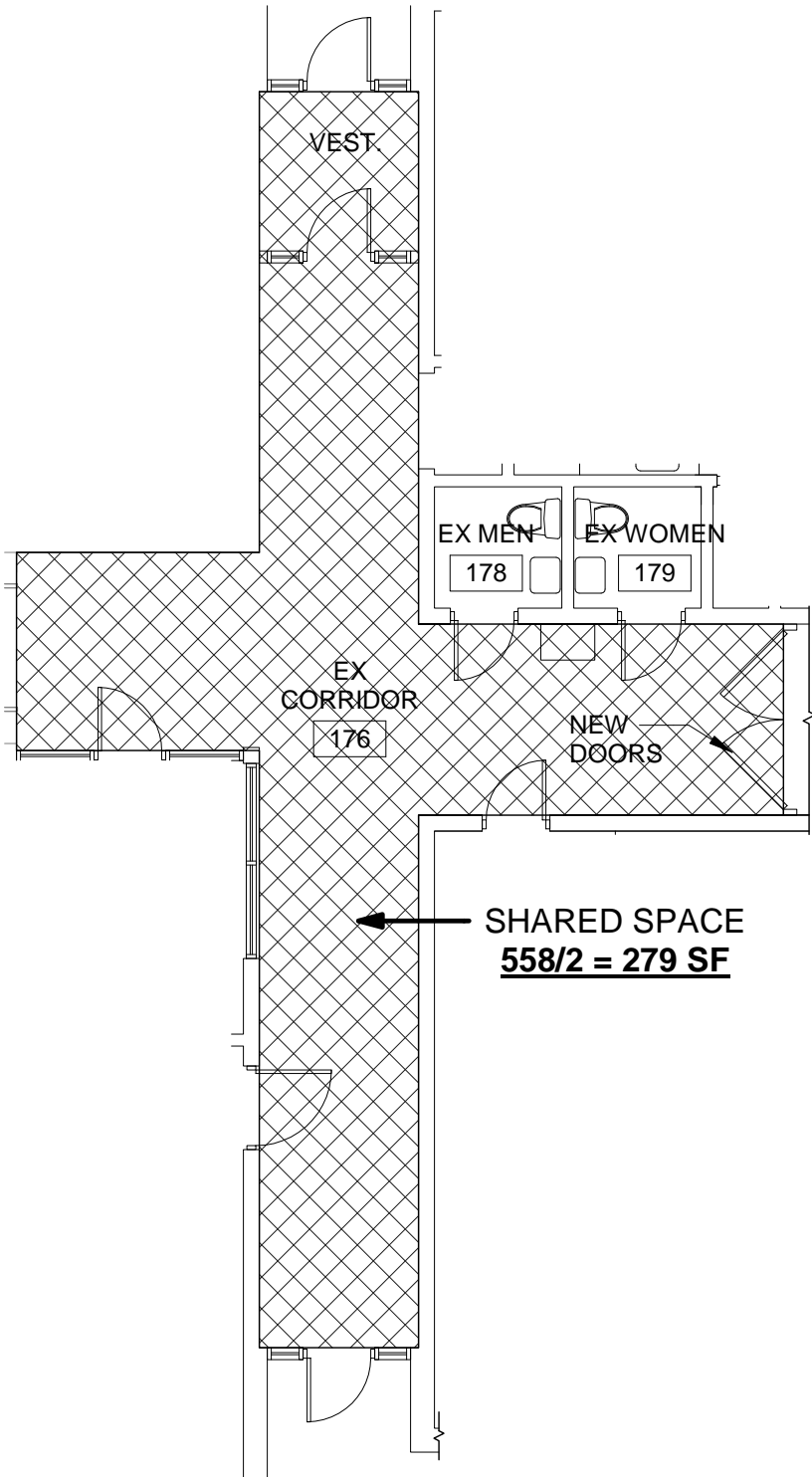
# MONTESSORI GIFTED PREP PRE-SCHOOL

945 S. GARFIELD  
HINSDALE, IL 60521  
12/21/2023



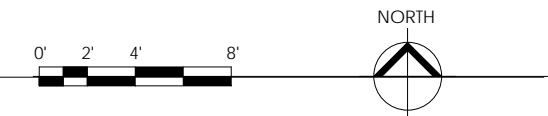
## NET AREA SCHEDULE - HINSDALE

ROOM	SQ. FOOTAGE
NURSERY	373 SF
CLASSROOM 192	502 SF
CLASSROOM 182	502 SF
CLASSROOM 193	502 SF
CLASSROOM 183	438 SF
CLASSROOM 194	453 SF
MP ROOM 195	658 SF
SECRETARY 189	152 SF
OFFICE 186	234 SF
OFFICE 187	157 SF
WORK ROOM	213 SF
PASTOR OFFICE 100	174 SF
OFFICE 101	177 SF
BRIDE'S ROOM	381 SF
SANCTUARY 115	2,304 SF
CHANCEL 116	907 SF
SACRISTY 117	181 SF
CORRIDOR 191	624 SF
EX CLOSET 180	12 SF
USHER STORAGE 112	27 SF
OUTSIDE STORAGE 113	21 SF
A/V LIGHTING CONTROL 120	68 SF
KITCHENETTE 106	183 SF
COATS 102	128 SF
SHARED SPACE	558/2 = 279 SF
TOTAL NET AREA	9,650 SF
CELLAR	7,828 SF
FIRST FLOOR	14,139 SF
SHARED SPACE	564/2 = 282 SF
TOTAL GROSS AREA	22,249 SF

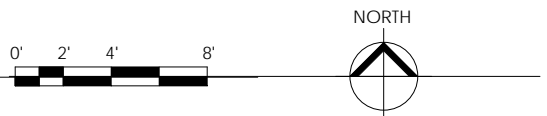


3 SHARED SPACE (SF)  
1/8" = 1'-0"

1 HINSDALE UNITED METHODIST CHURCH FLOOR AREA PLAN (SF)  
1/8" = 1'-0"



2 HINSDALE UNITED METHODIST CHURCH BASEMENT AREA PLAN (SF)  
1/8" = 1'-0"



**TOTAL CHURCH NET AREA = 9,650 SF**

## FLOOR PLANS - HINSDALE UNITED METHODIST CHURCH

SCALE: As indicated  
PROJECT NUMBER: 23004.00  
12/21/2023  
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ZONING

SCALE: 1/4" = 1'-0"

ZONING INFORMATION							
ZONING CLASSIFICATION: IB INSTITUTIONAL BUILDINGS DISTRICT SPECIAL USE: MEMBERSHIP ORGANIZATION PARKING SPACES REQUIRED: <div>HINSDALE UNITED METHODIST CHURCH: 221 SEATS / 4 = 56 PARKING SPACES MONTESSORI: 3 PER EACH 1,000 NET FLOOR AREA 10,065 SF/1,000 = 10; 10 * 3 = 31 PARKING SPACES</div> PARKING SPACES REQUIRED: 87 PARKING SPACES PARKING SPACES PROVIDED: 100 PARKING SPACES + 5 HANDICAPPED PARKING SPACES = 105 PARKING SPACES  MAX BUILDING HEIGHT ALLOWED: 40 FT (ACTUAL 15 FT (EAVE) + 30 FT / 2 (SLOPED ROOF) = 30 FT) MAX STEEPLE HEIGHT ALLOWED: 70 FT (ACTUAL 70 FT)  FRONT AND CORNER SIDEYARD SETBACKS: 35 FT  OTHER SETBACKS: 25 FT  LOT AREA: 149,687 SF (3.43 ACRES) MAX FLOOR AREA RATIO: 0.50 MAX GROSS FLOOR AREA ALLOWED: 83,467 SF ACTUAL GROSS FLOOR AREA: (HINSDALE UNITED METHODIST CHURCH) 22,249 SF + (MONTESSORI) 14,347 SF = 36,596 SF  ACTUAL FLOOR AREA RATIO 36,596 SF 149,687 SF = 0.24  GROSS AREA CALCULATION FOR F.A.R. : BASEMENT (CELLAR) - CEILING 0 SF HEIGHT IS LESS THAN 3.5 FT ABOVE THE AVERAGE GRADE ELEVATION.  FIRST FLOOR - 24,512 SF  SHARED SPACE - 564 SF  BALCONY - 786 SF  SPACES WITH CEILING HEIGHTS GREATER THAN 16 FT; 8548 SF/ 26093 SF. = 0327< .333; THEREFORE NOT INCLUDED AS STORY 25,298 SF							
	TOTAL GROSS AREA - HINSDALE UMC	TOTAL GROSS AREA - MONTESSORI	TOTAL GROSS AREA	TOTAL GROSS AREA USED FOR F.A.R.	USED FOR PARKING CALCULATION ONLY		
					NET AREA HINSDALE UMC	NET AREA MONTESSORI	TOTAL NET AREA
CELLAR (EXCLUDED FROM F.A.R. CALCULATION)	7,828 SF	3,470 SF	11,298 SF	0 SF			
FIRST FLOOR	14,139 SF	9,809 SF	23,948 SF	23,948 SF	9,371 SF	9,323 SF	19,858 SF
SHARED SPACE	282 SF	282 SF	564 SF	564 SF	279 SF	279 SF	558 SF
BALCONY/ MEZZ.	22,248 SF	786 SF	786 SF	786 SF		463 SF	463 SF
TOTALS		14,348 SF	36,596 SF	25,298 SF	9,650 SF	10,065 SF	20,879 SF
NOTE: IN ACCORDANCE WITH ZONING ORDINANCE, NET AREA DOES NOT INCLUDE EXTERIOR BUILDING WALLS, RESTROOMS, STAIRS, ELEVATORS, MECH/ ELEC. ROOMS, PLUMBING SHAFTS, PUBLIC FOYERS INTENDED FOR GENERAL PUBLIC USE AND, STORAGE ROOMS.					PRINT SCALE 1" TRUE SCALE <div></div> CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1" THESE DRAWINGS ARE NOT PRINTED TO SCALE		

PARKING ANALYSIS FOR 945 S. GARFIELD STREET, HINSDALE, ILLINOIS 60521				
FOR HINSDALE UNITED METHODIST CHURCH AND MONTESSORI PREP PRE-SCHOOL				
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Daniel G. Saavedra, AIA  
State of Illinois License # 001-015740  
President  
Saavedra Group Architects  
504 N. Church Street  
Rockford, Illinois 61103  
December 21st, 2023

Expiration Date: 11-30-2024

PARKING ANALYSIS

SCALE:

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