

VILLAGE OF BRADLEY

ORDINANCE NO. 0-8-20-1

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR CERTAIN PROPERTY
WITHIN THE VILLAGE OF BRADLEY, KANKAKEE COUNTY, ILLINOIS
(Electrical Contractor's Office/1259 E. Broadway Street)

ADOPTED BY THE
BOARD OF TRUSTEES OF THE
VILLAGE OF BRADLEY

THIS 24th DAY OF August, 2020

Published in pamphlet form by the authority of the Board of Trustees of the Village of Bradley,
Kankakee County, Illinois this 24th day of August, 2020

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**AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR CERTAIN PROPERTY
WITHIN THE VILLAGE OF BRADLEY, KANKAKEE COUNTY, ILLINOIS
(Electrical Contractor's Office/1259 E. Broadway Street)**

WHEREAS, the President and Board of Trustees of the Village of Bradley, Kankakee County, Illinois, have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the health, safety, and welfare of its citizens; and

WHEREAS, the land described in Section 2 of this Ordinance (the "Subject Property"), *infra*, is located within the corporate boundaries of the Village; and

WHEREAS, the Subject Property is presently zoned B2 (Commercial); and

WHEREAS, on July 6, 2020, Keast Electric, Inc. (the "Applicant"), submitted an application to the Village requesting that the Village grant the Applicant a special use permit authorizing the operation of an electrical contractor's office on the Subject Property (the "Special Use Permit"); and

WHEREAS, the operation of an electrical contractor's office is a permissible special use for a B2 (Commercial) District pursuant to Section 60-153(2)(p) of the Village of Bradley Code of Ordinances (the "Village Code"); and

WHEREAS, the Subject Property is owned by JTBH, Inc. (the "Owner"); and

WHEREAS, the Owner has authorized the Applicant to apply for the Special Use Permit; and

WHEREAS, the Applicant's application, along with all necessary documentation and supporting data (collectively the "Application"), has been submitted to the President and Board of Trustees of the Village by the Village of Bradley Planning and Zoning Commission (the "Plan Commission"); and

WHEREAS, the Plan Commission held a public hearing to consider the Application on Tuesday, August 4, 2020, with notice having been properly given for the same, and at that time made all findings of fact required by and pursuant to the Village Code; and

WHEREAS, the Plan Commission has recommended that the President and Board of Trustees approve the Application and pass this Ordinance granting the Applicant's request; and

WHEREAS, the Plan Commission has supported its recommendation by setting forth its findings of fact in accordance with the requirements of the Village Code; and

WHEREAS, the President and Board of Trustees of the Village hereby approve and adopt the Plan Commission's findings of fact and recommendation; and

WHEREAS, the President and Board of Trustees of the Village have determined that the Special Use Permit (and the electrical contractor's office proposed to be operated thereunder) granted by this Ordinance:

- (1) Is necessary for the public convenience at the location of the Subject Property; and
- (2) Is designated, located, and proposed to be operated in a fashion that will protect the public health, safety, and welfare; and
- (3) Will not cause substantial injury to the value of other properties in the surrounding neighborhood; and
- (4) Conforms to the applicable regulations of the B2 (Commercial) District in which the Subject Property is located.

WHEREAS, the President and Board of Trustees of the Village hereby find that it is in the best interest of the citizens of the Village to grant the Applicant a special use permit authorizing the Applicant to operate an electrical contractor's office on the Subject Property.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BRADLEY, KANKAKEE COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1. The President and Board of Trustees hereby find that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2. That the President and Board of Trustees of the Village hereby accept the recommendations of the Plan Commission and grant and approve a special use permit for the purpose of operating an electrical contractor's office pursuant to Section 60-153(2)(p) of the Village Code over and upon the land legally described in this Section (hereinafter the "Subject Property"). The Subject Property is zoned B2 (Commercial) and is legally described as follows:

LOTS 18, 19, 20, AND 21 IN BLOCK 102, LOCATED IN THE VILLAGE OF BRADLEY, KANKAKEE COUNTY, ILLINOIS.

Commonly known as: 1259 E. Broadway Street, Bradley, Illinois 60915

Bearing the present PIN: 17-09-28-204-025

SECTION 3. That the Special Use Permit granted by this Ordinance is and shall be subject to the following conditions and restrictions pursuant to Section 60-400 of the Village Code:

1. The Owner and Applicant must maintain the Subject Property and all uses thereon in full and strict compliance with this Ordinance and all applicable requirements of the B2 Commercial District at all times.

2. Nothing in this Ordinance is intended or shall be construed as permitting any use on the Subject Property in addition to or other than an electrical contractor's office; and
3. Outdoor storage of materials and equipment, except for vehicles used in connection with the business, is prohibited.
4. Any vehicle(s) used in connection with the business must be parked on the Subject Property and in designated parking space(s) only.
5. A front yard landscaped area must be installed along Broadway Street, after submission of plans for the review and approval of the Community Development Director. No certificate of occupancy may be issued until an acceptable landscaping plan has been submitted to and approved by the Community Development Director.
6. No certificate of occupancy may be issued until the following exterior and site maintenance issues have been addressed to the satisfaction of the Village:
 - a. The existing building must be cleaned and/or painted; and
 - b. All broken/damaged windows must be repaired/replaced; and
 - c. All existing damaged/missing roofline shingles must be repaired or replaced; and
 - d. The existing parking lot must be patched and sealed; and
 - e. All standard and accessible parking spaces must be striped and, where appropriate, signed; and
 - f. Curb-stops must be permanently installed in the parking lot as necessary to protect pedestrians; and
 - g. The existing fence must be repaired and maintained or else removed; and
 - h. All existing landscaped areas must be maintained, including grassy areas; and
 - i. Any and all debris and/or any other items being stored outside must be removed; and
 - j. The existing wall sign advertising the former business must be removed.
7. No interior modifications, including but not limited to structural changes, plumbing changes, electrical changes, or as otherwise determined by the building inspector, may be made to any part of the existing building unless and until all necessary building permit applications are submitted (with applicable plans and documentation for review) to and approved by the Community Development Department prior to commencing work.
8. No business identification signage will be permitted other than building and/or wall signs. Any new building or wall signage must be reviewed and approved by the Community Development Department prior to installation.
9. All code violations and other deficiencies identified during the inspections by the Building Standards Division of the Community Development Department on June 8, 2020, must be corrected in coordination with any anticipated interior modifications and/or improvements to be made by the applicant and/or building owner, or if no interior improvements then prior to the issuance of an occupancy permit.
10. The applicant must receive an occupancy permit and a business license prior to opening and commencing business operations.

The Owner and Applicant shall each be deemed to have accepted and agreed to the conditions and restrictions aforesaid as of the date on which the Owner and/or Applicant first begins to use the Subject Property as an electrical contractor's office pursuant to the Special Use Permit granted by this Ordinance.

SECTION 4. In the event that the Applicant violates any of the conditions and restrictions set forth in Section 3 of this Ordinance, the Village shall have the ability, but not the obligation, to revoke the Special Use Permit granted pursuant to this Ordinance, provided that the Applicant shall be entitled to notice and a hearing prior to any revocation pursuant to this Section. Under no circumstances shall any failure to enforce any condition or restriction of this Ordinance on any particular occasion or occasions be deemed or interpreted as constituting a waiver or forfeiture of the Village's right to so enforce in the future, nor shall any such failure to enforce preclude the Village from considering any and all prior violations as part of any revocation proceeding under this Section.

SECTION 5. The Special Use Permit shall not run with the land and shall be immediately and automatically terminated and revoked if and when the Owner sells, conveys, or otherwise transfers its ownership interest in the Subject Property, provided however that the Special Use Permit shall not be so terminated and revoked if the Owner sells, conveys, or otherwise transfers its entire ownership interest in the Subject Property to the Applicant.

SECTION 6. That the Village Clerk is hereby instructed to record a certified copy of this ordinance with the office of the Kankakee County Recorder of Deeds.

SECTION 7. In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 8. That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 9. That the Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 10. That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

BRADLEY

PASSED by the Board of Trustees on a roll call vote on the 24th day of August, 2020.

TRUSTEES:

ROBERT REDMOND	Aye - <input checked="" type="checkbox"/>	Nay - <input type="checkbox"/>	Absent - <input type="checkbox"/>
MICHAEL WATSON	Aye - <input checked="" type="checkbox"/>	Nay - <input type="checkbox"/>	Absent - <input type="checkbox"/>
RYAN LEBRAN	Aye - <input checked="" type="checkbox"/>	Nay - <input type="checkbox"/>	Absent - <input type="checkbox"/>

BRIAN BILLINGSLEY Aye - X Nay - Absent -
DARREN WESTPHAL Aye - X Nay - Absent -
BRIAN TIERI Aye - X Nay - Absent -

ACTING VILLAGE PRESIDENT:

MICHAEL WATSON Non-Voting - X

TOTALS: Aye - 6 Nay - 0 Absent - 0

ATTEST:

Julie Tambling
JULIE TAMBLING, VILLAGE CLERK

APPROVED this 24th day of August, 2020.

Michael Watson
MICHAEL WATSON, ACTING VILLAGE PRESIDENT

ATTEST:

Julie Tambling
JULIE TAMBLING, VILLAGE CLERK

STATE OF ILLINOIS)
)
COUNTY OF KANKAKEE) §§

I, Julie Tambling, Village Clerk of the Village of Bradley, County of Kankakee and State of Illinois, DO HEREBY CERTIFY that the attached is a true, perfect, and complete copy of Ordinance number 08-201, "AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR CERTAIN PROPERTY WITHIN THE VILLAGE OF BRADLEY, KANKAKEE COUNTY, ILLINOIS (Electrical Contractor's Office/1259 E. Broadway Street)," which was adopted by the Village Corporate Authorities at a meeting held on the 24th day of August 2020.

IN WITNESS WHEREOF, I have hereunto set my hand in the Village of Bradley, County of Kankakee and State of Illinois, on this 24th day of August, 2020.



JULIE TAMBLING, VILLAGE CLERK

(SEAL)

**FINDINGS OF FACT AND RECOMMENDATION OF APPROVAL OF
PROPOSED SPECIAL USE PERMIT FOR 1259 E. BROADWAY STREET,
BRADLEY, ILLINOIS**

On Tuesday, August 4, 2020, at 6:30 p.m. the Village of Bradley Planning and Zoning Commission conducted a public hearing, with public notice having been duly given for the same. At that hearing, the Planning and Zoning Commission considered an application for a special use permit (the "Permit") authorizing the use of certain property located within the corporate boundaries of the Village and commonly known as 1259 E. Broadway Street, Bradley, Illinois (the "Subject Property"), as an electrical contractor's office pursuant to BVC §60-153(2)(p) (the "Proposed Use"). Having heard and considered all of the evidence presented at the hearing and being fully advised in the premises, the Planning and Zoning Commission hereby finds as follows:

- a. The Proposed Use is compatible with surrounding land uses and the general area surrounding the Subject Property; and
- b. The Proposed Use is not inconsistent with the zoning classifications of other property within the general area of the Subject Property; and
- c. The Subject Property is suitable for the uses permitted under its existing zoning classification of B2 (Commercial); and
- d. The Proposed Use is not inconsistent with the trend of development in the general area of the Subject Property; and
- e. The Proposed Use and the Subject Property's existing zoning classification of B2 (Commercial) are not inconsistent with the official comprehensive plan of the Village; and
- f. The approval of the Permit is in the public interest and not solely for the interest of the applicant; and
- g. The Proposed Use is necessary and desirable on the Subject Property and will likely provide the Village and its residents with services that are convenient and beneficial to the public; and
- h. The Permit (and the Proposed Use to be operated thereunder) will likely contribute to the general welfare of the surrounding neighborhood or community; and
- i. The Proposed Use is not likely to be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity of the Subject Property; and
- j. The Proposed Use is not likely to be injurious to property values or improvements in the vicinity of the Subject Property; and
- k. The Proposed Use is compliant with all applicable regulations and conditions specified in the Bradley Zoning Ordinance.

Based on the foregoing findings, the Planning and Zoning Commission hereby recommends that the Corporate Authorities of the Village approve and adopt the an ordinance granting the Permit to the Applicant, subject to the following conditions and restrictions:

1. The Proposed Use must comply with all applicable requirements of the B2 Commercial District at all times.

2. **The Permit will be limited (i) to the Applicant and (ii) to the Proposed Use. The Permit shall not be transferable to any new owner except upon reapplication, hearing, and approval in the manner provided by the Village's Zoning Ordinance. Likewise, the Permit shall not authorize any use other than the Proposed Use.**
3. **Outdoor storage of materials and equipment, except for vehicles used in connection with the business, is prohibited.**
4. **Any vehicle(s) used in connection with the business must be parked on the Subject Property and in designated parking space(s) only.**
5. **A front yard landscaped area must be installed along Broadway Street, after submission of plans for the review and approval of the Community Development Director. No certificate of occupancy may be issued until an acceptable landscaping plan has been submitted to and approved by the Community Development Director.**
6. **No certificate of occupancy may be issued until the following exterior and site maintenance issues have been addressed to the satisfaction of the Village:**
 - a. **The existing building must be cleaned and/or painted; and**
 - b. **All broken/damaged windows must be repaired/replaced; and**
 - c. **All existing damaged/missing roofline shingles must be repaired or replaced; and**
 - d. **The existing parking lot must be patched and sealed; and**
 - e. **All standard and accessible parking spaces must be striped and, where appropriate, signed; and**
 - f. **Curb-stops must be permanently installed in the parking lot as necessary to protect pedestrians; and**
 - g. **The existing fence must be repaired and maintained or else removed; and**
 - h. **All existing landscaped areas must be maintained, including grassy areas; and**
 - i. **Any and all debris and/or any other items being stored outside must be removed; and**
 - j. **The existing wall sign advertising the former business must be removed.**
7. **No interior modifications, including but not limited to structural changes, plumbing changes, electrical changes, or as otherwise determined by the building inspector, may be made to any part of the existing building unless and until all necessary building permit applications are submitted (with applicable plans and documentation for review) to and approved by the Community Development Department prior to commencing work.**
8. **No business identification signage will be permitted other than building/wall signs. Any new building or wall signage must be reviewed and approved by the Community Development Department prior to installation.**
9. **All code violations and other deficiencies identified during the inspections by the Building Standards Division of the Community Development Department on June 8, 2020, must be corrected in coordination with any anticipated interior modifications and/or improvements**

to be made by the applicant and/or building owner, or if no interior improvements then prior to the issuance of an occupancy permit.

10. The applicant must receive an occupancy permit and a business license prior to opening and commencing business operations.

PASSED this 4th day of August, 2020, by roll call vote.

	Aye	Nay	Absent
Bobbi Wheeler	<u>X</u>	_____	_____
Clark Gregoire	<u>X</u>	_____	_____
Gene Jordan (Secretary)	<u>X</u>	_____	_____
James Guiss	<u>X</u>	_____	_____
Joan McGinnis	<u>X</u>	_____	_____
Mike Dauphin	<u>X</u>	_____	_____
Ryland Gagnon (Chairman)	<u>X</u>	_____	_____

**Village of Bradley Planning and Zoning Commission Meeting
147 S Michigan Ave, Bradley, IL, 60915**

**Date: June 16, 2020
Meeting Type: Special**

Members

**Ryland Gagnon (Chairman)
Gene Jordan (Secretary)
James Guiss
Barbara Wheeler
Michael Dauphin
Clark Gregoire
Joanne McGinnis**

Noted Attendees

Pamela Hirth, Assistant Community Development Director

The Chairman called the meeting to order at 6:33pm and led the Pledge of Allegiance. Roll was taken and all members were present. There were no minutes to be approved.

Motion made by Dauphin, seconded by Guiss for the reading of a business application packet special use request for an Automobile Laundry at Units 3 & 4 of Arthur Industrial Park owned by Manuel Martinez. Aye-7, Nay-0.

The Packet was read by Pamela Hirth,

Mr. Martinez was sworn in and gave a brief description of his business. He stated that he has operated a similar business at 300 E Broadway. We went through the Finding of Facts and Mr. Martinez stated that he understood the corrections needed by the Building Standards Dept. before he receives his occupancy permit.

There was no public comment.

Motion made by Gregoire, seconded by Wheeler to recommend approval of the request per criteria stated in the application packet. Aye-7, Nay-0

Chairman asked for a motion to adjourn, made by Gregoire, seconded by Guiss. Aye-7, Nay-0.

Meeting Adjourned at 6:54 pm.

Respectfully Submitted,

Gene Jordan, Planning and Zoning Secretary

**Village of Bradley Planning and Zoning Commission Meeting
147 S Michigan Ave, Bradley, IL, 60915**

**Date: July 7, 2020
Meeting Type: Regular**

Members

Ryland Gagnon (Chairman)
Gene Jordan (Secretary)
James Guiss
Barbara Wheeler
Michael Dauphin
Clark Gregoire
Joanne McGinnis

Directors

Bruce Page, Community Development Director
Pamela Hirth, Assistant Community Development Director

The Chairman called the meeting to order at 6:32pm and led the Pledge of Allegiance. Roll was taken and all members were present with the exception of McGinnis (arrived late).

A motion was made by Dauphin and seconded by Wheeler to accept the minutes of February, 4, 2020. Aye-6. Nay-0

A motion was made by Guiss and seconded by Clark to open public hearing. Aye-6, Nay-0

The Staff Memorandum outlining the proposed text amendment was presented by Pam Hirth.

Letters were read by Gagnon from the Farm Bureau and an anonymous citizen advocating the proposal. A picture illustrating examples of a coop, pen, and chicken tractor were also provided by staff.

Dauphin asked about animal control.

Gregoire asked who sent the anonymous letter.

During Public Comment another letter in favor of the proposal was brought to the Chairman. It was Dated June 19, 2020 from Alan Dawson.

Wheeler presented research that showed Illinois counties that allow chickens to those that do not are in approximate proportion of 2:1.

Mike Smith was sworn in and spoke in the con about the proposal mentioning waste and Salmonella. He asked that the CDC website be consulted.

Brandi Wood of 384 S Forest Ave. was sworn in and spoke in the pro. She referenced, that chickens eat bugs, are good with children, provide fresh eggs and reduce carbon footprint. She said that her husband has raised chickens in the past.

Dauphin mentioned that he built a coop at Perry Farm and that he feels premade coops will not keep chickens safe from predators.

Wheeler spoke to the pro and views it as a progressive policy.

McGinnis arrived to the meeting during Public Comment.

A motion was made by Gregoire and seconded by Guiss to close Public Hearing. Aye-7, Nay-0.

The Findings of Fact was read by the Village Attorney.

A motion to adopt the approval of the proposal was made by Wheeler and seconded by Jordan. Aye-5, Nay-2. The Chairman announced that a recommendation would be sent to the Village Board.

There was no Unfinished Business or further Public Comment.

A motion to adjourn was made by Guiss and seconded by Clark. Aye-7, Nay-0.

Chairman asked for a motion to adjourn, made by Guiss, seconded by Gregoire. Aye-7, Nay-0.

Meeting Adjourned at 7:02 pm.

Respectfully Submitted,

Gene Jordan, Planning and Zoning Secretary



Village of Bradley
Community Development Department

111 N Michigan • Bradley, IL 60915 • 815-936-5100 • Fax 815-933-5068

Website: www.bradvil.org • E-mail: communitydevelopment@bradleyil.org

**PLANNING AND ZONING COMMISSION
STAFF MEMORANDUM**

TO: Planning and Zoning Commission

FROM: Pam Hirth, Assistant Community Development Director

DATE: July 30, 2020

SUBJECT: Special Use Permit to allow the operation of an electrical contractor's office on the property located at 1259 E. Broadway Street

BACKGROUND

The applicant, Keast Electrical Inc., represented by Jeff Keast, has submitted an application seeking approval of a Special Use Permit to allow the operation of an electrical contractor's office. The property is zoned B2 Commercial and contains an existing two-tenant building with ancillary parking at the front of the building. The applicant is looking to occupy the tenant space at 1259 E. Broadway. In the B2 district, "offices and other businesses when found to be similar and compatible with adjoining property" are listed under Special Uses. Though the neighborhood is primarily single family residential, there are a number of businesses in operation along that section of East Broadway Street corridor. The building had been previously approved for a similar use (a plumbing, heating and air conditioning and refrigeration establishment) in 2010 (Ord. No.: O-09-10-3). The business ceased to operate and since the granted Special Use Permit was issued to the petitioner/applicant at that time, any subsequent request/s would need to make a new application and follow the appropriate review process.

Surrounding Zoning & Land Use of adjacent property includes:

- North: R4 Single Family Residence (single family homes)
- South: B2 Commercial (single family homes; auto repair facility)
- East: B2 Commercial (vacant lot; single family homes; special needs facility)
- West: B2 Commercial (vacated alley; single family homes)

The vacant parcels to the east and west are owned by others. The alley on the east side of the building was vacated years ago and one-half is owned by the applicant, the existing fence was installed by a previous owner. Mr. Keast has been informed that the Village may be seeking the alley back.

Public Hearing

A Special Use Permit requires a public hearing. A newspaper notice and written notification to all property owners within 250 feet were prepared in accordance with Village requirements. The Certificate of Publication (from newspaper) and Affidavit of Notice Compliance (with certificate of mailing and listing of property owners notified – from applicant) have been received and placed in the project file.

REQUESTED ACTION & PROPOSAL OVERVIEW

Per the attached written narrative from Mr. Keast, the tenant space will be used for an office and storage of electrical materials (includes conduit, fittings, outlets, light fixtures, conduit benders and other such tools and materials associated with an electrical business) and equipment (includes a bucket truck and flat bed trailer). Typical staffing includes 1-5 employees on-site with hours of operation Monday-Friday, 7:00 am to 3:30 pm, however per the applicant there may be times that employees work outside normal hours but this is not a daily occurrence. The applicant currently has 5 service vehicles used in the business. Materials and equipment cannot be stored outside. Any business vehicle/s left on-site overnight will need to be parked on the property in designated parking space/s.

Planning Staff completed a site inspection of the property. Attached are pictures taken during the inspection. The exterior of the building and the overall site conditions will need to be maintained, repaired and/or upgraded accordingly.

- Building needs to be painted
- Broken windows need to be repaired/replaced
- Existing roofline (shingles) needs to be fixed and/or updated
- Parking lot needs to be maintained – patched, sealed, standard and accessible spaces striped (and signed), curbstops need to be installed
- Fence needs to be maintained or removed
- Any landscaped areas need to be maintained, including grassed areas
- Debris and/or any existing items stored outside need to be removed (see photo to the right)
- An existing wall sign advertising the former business needs to be removed



Many of the items noted above will need to be completed prior to occupancy as these are primarily maintenance items. The applicant has provided a general outline of work to be done (see attached) with a timeline for completion (including other items not listed above). To the right is a picture of the west elevation with the canopy referenced in the Applicant's email.



As the Commission is aware, the Village has been working with a consulting team on redevelopment and enhancement recommendations along our key corridors (Broadway Street - both east and west). Per the Village's Landscape Ordinance, landscaped setbacks are required along the perimeters of commercial properties. As such, Staff is recommending that at minimum the applicant install a landscaped area within the front yard along Broadway Street. The minimum setback should be 10 feet, however what can actually be installed will be determined by the setback of the building, the dimension of the public parkway and the overall parking lot design. As part of this review, the parkway area will have to be evaluated, and it may end-up that there is only room to re-install a grassed parkway area. Staff will work with the applicant on the design of the landscaped setback area and the timing for installation (recognizing that additional time will need to be given to complete).



Building Staff completed a courtesy inspection of the interior of the tenant spaces on June 8, 2020, and found several deficiencies which must be corrected in coordination with any anticipated interior improvements to be made by the applicant and/or building owner, or if no improvement are being completed, then deficiencies must be corrected prior to the issuance of any occupancy permit. Any interior modifications related to structural changes, plumbing, electrical, or as determined by the commercial building inspector will require the submission of a building permit application with applicable plans and documentation for review and approval by the Community Development Department.

Based on the information provided by the applicant, the proposed use can be compatible with the established neighborhood so long as the conditions as noted below are agreed to and implemented.

RECOMMENDATION

Should the Planning and Zoning Commission find the requested Special Use Permit to allow the operation of an electrical contractor's office on the property located at 1259 E. Broadway favorable, the following conditions should be considered:

1. The special use will need to comply with all other applicable requirements of the B2 Commercial District.
2. The special use will be limited to the applicant and the applied for use and will not be transferable to a new owner except upon reapplication, hearing and approval in the manner provided by the Village's Zoning Ordinance.
3. Outdoor storage of materials and equipment, except for vehicles used in the business, will be prohibited.
4. Any vehicle/s used in the business will need to be parked on the property in designated parking space/s only.
5. A front yard landscaped area will need to be installed along Broadway Street. What can be installed will be determined by the setback of the building, the dimension of the public parkway and the overall parking lot design. As part of any review, the parkway area will have to be evaluated, and it may end-up that there is only room to re-install a grassed parkway area. Staff will work with the applicant on the overall design of the landscaped setback area and the timing for completion. An acceptable workplan will need to be established prior to the issuance of occupancy.
6. Prior to occupancy, the following exterior and site maintenance issues need to be addressed:
 - a. Building needs to be painted
 - b. Broken windows need to be repaired/replaced
 - c. Existing roofline (shingles) needs to be fixed
 - d. Parking lot needs to be patched, sealed, standard and accessible spaces striped (and signed), and permanently affixed curbstops to be installed
 - e. Fence needs to be maintained or removed
 - f. Any landscaped areas need to be maintained, including grassed areas
 - g. Debris and/or any other items being stored outside need to be removed
 - h. The existing wall sign advertising the former business needs to be removed
7. Any interior modifications of the tenant spaces related to structural changes, plumbing, electrical, or as determined by the building inspector will require the submission of a building permit application with applicable plans and documentation for review and approval by the Community Development Department prior to commencing work.
8. Business identification signage will be limited to building/wall signs. Any new wall signage will need to be reviewed and approved by the Community Development Department prior to installation.
9. The deficiencies identified during the inspections by the Building Standards Division of the Community Development Department on June 8, 2020 must be corrected in coordination with any anticipated interior tenant spaces improvements to be made by the

applicant and/or building owner or if no interior improvements then prior to the issuance of an occupancy permit.

10. The applicant will need to receive an occupancy permit and a business license prior to opening and commencing business operations.

ATTACHMENTS

1. Aerial identifying subject lot
2. Written Narrative
3. Photos
4. Work Plan to address exterior building and site maintenance issues