STATE OF ILLINOIS)
) SS
COUNTY OF DU PAGE)

I, Lynn Curiale, City Clerk of Wood Dale, Illinois DO HEREBY CERTIFY that as such City Clerk and keeper of the records, that the foregoing is a true and correct copy of Ordinance #O-22-001 AN ORDINANCE GRANTING A SPECIAL USE AND MAJOR SITE PLAN REVIEW TO PERMIT THE OPERATION OF A PROFESSIONAL OFFICE FOR A MANAGEMENT COMPANY AT 238 E. IRVING PARK RD. WOOD DALE, ILLINOIS Passed by The City Of Wood Dale, Du Page County, Illinois, IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of the City of Wood Dale, this 20th day of January, 2022

Lynn Curiale, City Clerk

SEAL

Ordinance #O-22-001

AN ORDINANCE GRANTING A SPECIAL USE AND MAJOR SITE PLAN REVIEW TO PERMIT THE OPERATION OF A PROFESSIONAL OFFICE FOR A MANAGEMENT COMPANY AT 238 E. IRVING PARK RD. WOOD DALE, ILLINOIS

Passed:

January 20, 2022

Published in Pamphlet Form:

January 21, 2022

I, Lynn Curiale, as the City Clerk for the City of Wood Dale, hereby certify that the attached Ordinance is a true and correct copy of #O-22-001

AN ORDINANCE GRANTING A SPECIAL USE AND MAJOR SITE PLAN REVIEW TO PERMIT THE OPERATION OF A PROFESSIONAL OFFICE FOR A MANAGEMENT COMPANY AT 238 E. IRVING PARK RD. WOOD DALE, ILLINOIS Passed and approved by the City Council of the City of Wood Dale on January 20, 2022 and hereby published in pamphlet on January 21, 2022

Lynn Curiale, City Clerk

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ORDINANCE NO. O-22-001

AN ORDINANCE GRANTING A SPECIAL USE AND MAJOR SITE PLAN REVIEW TO PERMIT THE OPERATION OF A PROFESSIONAL OFFICE FOR A MANAGEMENT COMPANY AT 238 E. IRVING PARK RD. WOOD DALE, ILLINOIS

WHEREAS, the City of Wood Dale ("City") is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 et seq.; and

WHEREAS, the City is authorized and empowered, under the Illinois Municipal Code and the Code of Ordinances of the City of Wood Dale ("City Code"), to regulate properties located within the municipal boundaries of the City; and

WHEREAS, in furtherance of this authorization, the City has adopted a Unified Development Ordinance ("UDO"), codified in Chapter 17 of the City Code, which sets forth regulations regarding the use of property within the City; and

WHEREAS, section 17.503 of the UDO allows for the operation of a professional office in the Town Center Business ("TCB") District as a Special Use; and

WHEREAS, the Petitioner, Legacy Wright Management LLC, with an interest in the property located at 238 E. Irving Park Rd., Suite #103 Wood Dale, Illinois (the "Property") in the TCB, filed an application for special use and major site plan review to permit the operation of a professional office for a management company at the Property, which application is identified as Case No. CDC-2021-0005; and

WHEREAS, on December 20, 2021, the Community Development Commission held a public hearing on the proposed special use in Case No. CDC-2021-0005 following the necessary publication of a legal notice pursuant thereto, as required by law and the City Code; and

WHEREAS, following said hearing, the Community Development Commission voted to recommend approval of the proposed special use and major site plan review with the condition that the special use permit is granted solely to the business owner, Legacy Wright Management LLC, and that the special use permit shall terminate upon change in ownership, predicated on testimony presented, and on Findings of Fact set forth in the Staff Report relative to Case No. CDC-2021-0005, dated December 20, 2021, attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the proposed special use and major site plan review and recommendation of the Community Development Commission has been considered by the Planning, Zoning and Building Committee of the City Council of the City of Wood Dale, which has additionally recommended approval of the same relative to the Petitioner's request; and

WHEREAS, the City Council of the City of Wood Dale has reviewed the matter herein and has determined that granting Petitioner's request in Case No. CDC-2021-0005 is in the best interests of the health, safety and welfare of the citizens of the City of Wood Dale.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOOD DALE, DUPAGE COUNTY, ILLINOIS, as follows:

SECTION ONE: The recitals set forth above are incorporated herein and made a part hereof.

SECTION TWO: Petitioner in Case No. CDC-2021-0005 is granted a special use and major site plan review to permit the operation of a professional office for a management company at 238 E. Irving Park Rd., Suite #103 Wood Dale, Illinois, with the condition that the special use permit is granted solely to the business owner, Legacy Wright Management LLC, and that the special use permit shall terminate upon change in ownership.

SECTION THREE: That all ordinances or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION FOUR: That the City Clerk of the City of Wood Dale is hereby directed to publish this Ordinance in pamphlet form, pursuant to the statutes of the State of Illinois.

SECTION FIVE: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

AYES:
NAYS:
ABSENT: Alderman Ames, Sovientino
APPROVED this 20th day of January, 2022
SIGNED: Annunziato Pulice Annunziato Pulice, Mayor
Amunizato bunce, iviayor
ATTEST: Lynn Curiale, City Clerk

PASSED this 20th day of January, 2022

CITY OF WOOD DALE

Community Development

MEMO

DATE:

December 20, 2021

TO:

Community Development Commission

FROM:

Gosia Pociecha, AICP, Senior Planner

SUBJECT:

Case No. CDC-2021-0005, Special Use and Major Site Plan Review for

Wright Management LLC, 238 E Irving Park Rd, Suite #103

REQUEST

An application has been filed by Legacy Wright Management LLC for a Special Use and Major Site Plan Review to permit the operation of a professional office for a management company at 238 E Irving Park Rd, Suite #103, Wood Dale, Illinois.

PROPERTY INFORMATION

Site Address:

238 E Irving Park Rd, Suite #103

PIN:

03-15-133-020

Property Size:

1.06 Acres (approx. 46,377 square feet)

Existing Land Use:

Retail/Commercial Retail/Commercial

Future Land Use:

TOD /T

Existing Zoning:

TCB (Town Center Business)

Surrounding Zoning & Land Use

North:

TCB (Town Center Business) / Retail/Commercial

South:

Rail tracks

East:

TCB (Town Center Business) / Retail/Commercial

West:

TCB (Town Center Business) / Retail/Commercial

ANALYSIS

Submittals

The analysis and recommendation provided within this memo are based on the following documents, which are on file in the Community Development Department and attached as noted:

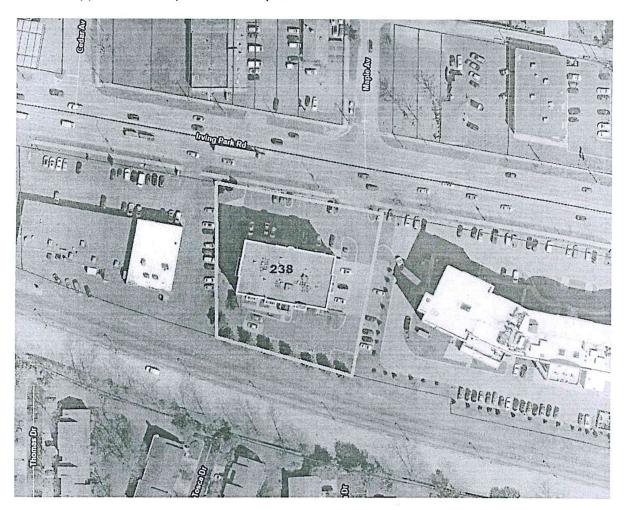
- Public Hearing Application
- Petitioner's Narrative (Exhibit A)
- Petitioner's Responses to Standards of approval (Exhibit B)

Page 1 of 7

- Plat of Survey (Exhibit C)
- Floor Plan (Exhibit D)
- Owner's Authorization
- Proof of ownership

Project Description

The subject property is located at 238 E Irving Park Road, Suite # 103, near the intersection of Irving Park Road and Maple Ave (see image below). The site is zoned TCB, Town Center Business. The one-acre site is improved with six-story brick building containing commercial spaces on the ground floor and multi-family residential dwelling units on upper floors (see Exhibit C). Wood Dale Station LLC is the owner of the parcel has submitted written support for this Special Use request.



The applicant has petitioned for Special Use approval (see Exhibit A) to permit the operation of a professional office for a management company. No physical changes to the building or the site are requested as part of this application. Photograph on the next page depicting the existing building (also see Exhibit D for floor plan drawing).



The subject property was approved as Phase I of a Planned Unit Development (PUD), which consisted of 120 total units in a mixed-use development in 2005. Phase I of the PUD was completed in 2007. Phase II was subsequently sold to another developer and has since received approval for an amended PUD which resulted in construction of the Memory Care building at 276 E Irving Park Rd.

The building consists of ground floor commercial and 30 residential units above. Parking is provided underground and in designated surface spaces for the residents. The remaining surface parking is available for the commercial uses and guests. Due to Phase II of the project being sold for another development, the parking lot on the subject property was not fully completed. However, the property owner has since expanded the parking on the east side of the subject property to comply with the original PUD approval.

Compliance with the Comprehensive Plan

The subject property is designated as Retail/Commercial in the Future Land Use Plan of the Comprehensive Plan. This Land Use Category intends to maintain a wide range of retail, restaurant and personal/business service uses. This use category includes small office uses and hotels.

The proposed professional office use of a management company would be similar to what is described in the Comprehensive Plan and fits the general description of the Retail/Commercial category, therefore the request is consistent with the Comprehensive Plan.

The proposed development will help the City in achieving Goal 4, Objective 2: Keep Wood Dale diverse by managing development to create a balanced mix of land uses, promoting economic vitality and sustainable quality of life. The proposed use intents to fill a vacant space at an existing commercial building, adding to the diversity of services offered to the community.

Compliance with the Unified Development Ordinance

Allowable Uses

The subject site is located within the TCB, Town Center Business district established to provide and maintain areas for commercial and mixed-use development. The intent is to provide a central area for various retail, office, governmental, institutional, public, residential and cultural activities. This district is generally located within a ten (10) minute walk from the city's Metra train station near the intersection of Irving Park Road and Wood Dale Road.

Per the Municipal Code, uses such as a professional office are permitted only upon consideration as a Special Use. In each case, the impact of such use upon neighboring land and of the public need for such a use at the particular location is considered. As such, the applicant has requested an approval of a Special Use to operate a professional office for a management company at 238 E Irving Park Rd, Suite #103. Due to the request for a Special Use, a Major Site Plan Review is also required.

Lot Development Standards

The applicable building type for this property is a Type 9 Building, Large Commercial Shop. As previously noted, the building as developed in accordance with a PUD approved in 2005. No physical changes are proposed to the building or the parking lot.

Parking

No changes are proposed to the site or the parking lot of the subject property. As previously noted, the existing parking complies with the original PUD approval. The proposed use for a professional office shall have a negligible impact on traffic.

Neighborhood Comment

Notice was provided to adjacent property owners in accordance with Section 17.401.D of the UDO. A public hearing sign was placed at the subject property and a public hearing notice published in Daily Herald on December 3, 2021. Staff received one call from the public voicing support for this petition.

Findings of Fact

The Community Development Commission may recommend approval of a Special Use and Major Site Plan Review if evidence is presented to establish that the application meets the standards. The applicant has provided responses to the standards in Exhibit B. The standards are as follows (staff comments italicized):

Special Use Standards

- 1. The proposed Special Use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of the public and will contribute to the general welfare of the neighborhood or community;
 - The proposed Special Use will enable operation of a professional property management office. This use would enable provision of onsite property management services for the Wood Dale Condominium Association's 19 residential units and 3 commercial units residing in the same building. This standard is met.
- 2. The proposed Special Use will not have a substantial adverse effect upon the adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare;
 - The proposed Special Use will not adversely affect the adjacent properties or character of the neighborhood. The proposed Special Use is requested for operation of a professional office in an existing commercial unit which has been configured and used as a real estate office in the past. Traffic conditions, utility facilities and other matters affecting public safety are not anticipated to be impacted by the proposed Special Use. This standard is met.
- The proposed Special Use will not be injurious to the use and enjoyment of other
 property in the immediate vicinity of the subject property for the purposes already
 permitted in such zoning district, nor substantially diminish and impair other property
 valuations within the neighborhood;
 - The proposed Special Use will not be injurious to the use and enjoyment of other properties in the immediate vicinity nor will it substantially diminish or impair other property valuations within the neighborhood. The proposed Special Use intents to fill a vacant commercial space along a major thoroughfare. Surrounding properties will continue to operate as they do currently. This standard is met.
- 4. The nature, location, and size of buildings or structures involved with the establishment of the Special Use will not impede, substantially hinder, or discourage the development and use of adjacent land and buildings in accord with the zoning district within which they lie;
 - The proposed Special Use of the subject property will not impede, hinder or discourage the development and use of adjacent land and buildings. The proposed Special Use intents to fill an existing commercial space. The adjacent lots already have existing structures and new development can still occur on adjacent lots with the granting of the Special Use. This standard is met.
- 5. The proposed Special Use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations;

The proposed Special Use would provide additional service options for the community with minimal impact to adjacent properties. The development and use of neighboring properties would not be impaired by the approval of the requested Special Use. This standard is met.

6. Adequate utilities, access roads, drainage, and/or other necessary facilities have been or will be provided;

The proposed Special Use request does not include any interior or exterior work that would impact utilities. The existing site is already served by adequate utilities. This standard is met.

7. Parking areas shall be of adequate size for the particular Special Use, which areas shall be properly located and suitably screened from adjoining residential uses, and the entrance and exit driveways to and from these parking areas shall be designed so as to prevent traffic hazards, eliminate nuisance, and minimize traffic congestion in the public streets; and

The proposed Special Use request does not propose any changes to the parking areas. The parking for the development is in accordance with the approved PUD. This standard is met.

8. Such other standards and criteria as are established by the ordinance for a particular Special Use as set forth in subsections D and H of this section, if applicable, and as applied to planned unit developments as set forth in Chapter 17, Article IV, Section 17.405.

No other standards apply. This standard is met.

Standards For Site Plan Review

1. The relationship of the site plan is consistent with the policies, goals and objectives of the comprehensive plan;

The existing site plan meets the policies, goals and objectives of the Comprehensive Plan. The ability to provide professional services use in this development will achieve the intended goals of the Retail/Commercial land use category. This standard is met.

 The proposed traffic and parking layout minimizes the danger and conflicts between pedestrians and motorists, provides efficient and convenient movement of traffic not only within the site but on adjacent roadways, and otherwise complies with the requirements of this chapter;

The proposed Special Use does not propose any changes to the existing site plan. There are no reports indicating that existing site plan has a negative impact on traffic or parking. This standard is met.

- 3. The location of principal structures, accessory structures and freestanding signs does not impede safe and efficient traffic circulation, stormwater drainage, or otherwise adversely impact adjoining land improvements;
 - The proposed Special Use does not propose any changes to the existing site plan. The location of the existing structures does not affect traffic circulation, as they are located within the site. There are no reports related to stormwater drainage. This standard is met.
- 4. That the proposed use(s) is/are permitted in the district in which the property is located;

 The operation of a professional office requires a Special Use, which is being requested by the applicant. This standard is met.
- 5. That the proposed arrangement of buildings, off street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses and employs sound site planning principles; and
 - The location and arrangement of existing structures, walks, lighting and appurtenant facilities is consistent with that provided along the corridor and is compatible with surrounding land uses. This standard is met.
- 6. That all outdoor storage areas are screened and are in accordance with standards specified by this chapter.
 - No outdoor storage is proposed for this Special Use request. This standard is met.

RECOMMENDATION

The Community Development Department finds that the request for a Special Use and Major Site Plan Review to operate a professional office for management company at 238 E Irving Park Rd, Suite #103 is compatible with surrounding zoning and land use classifications, meets the requirements in the Unified Development Ordinance and is consistent with the City's Comprehensive Plan. Based on the above considerations, staff recommends that the Community Development Commission make the following motion recommending approval of this petition:

Based on the submitted petition and the testimony presented, the proposed Special Use and Major Site Plan Review meets the standards of approval and is consistent with the UDO and Comprehensive Plan; and, therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo dated December 20, 2021 as the findings of the Community Development Commission, and recommend to the City Council approval of the Special Use and Major Site Plan Review to operate a professional office for a management company at 238 E Irving Park Route, Suite #103 in Case No. CDC-2021-0005.

(Yes vote would be to approve; No vote would be to deny)



RE: Project Summary/Narrative Letter, Wright Management LLC Special Use Permit Request.

Unit 103 at 238 E. Irving Park Rd is approximately 2025 sq ft. This unit has been marketed by three different national commercial real estate brokers over the past 14 years. Most recently, this unit was utilized by the Randal Residence real estate marketing team as a rental leasing office while the Randall Residence was under construction. A special use permit was granted to the Randal Residence for that purpose. Prior to the Randall Residence usage, the space was configured and used as the real estate sales office for the developer of Wood Dale Station Condominiums (Wood Dale Station LLC), which was an approved use under the zoning for the TCB.

There has been no interest shown by any retail establishment, over the past 14 years, to rent this space for any of the currently approved uses. We have used the following commercial real estate companies to advertise the space: One Maple Realty and Management Inc., NAI Hiffman, and Northco LLC.

Wright Management was granted a contract to manage the Wood Dale Station Condominium Association, effective June 1, 2021. Wright Management has managed the 19 residential units and 3 commercial units, still owned by the developer (Wood Dale Station LLC, an affiliate of Wright Management) for the past 14 years.

No changes are proposed to the interior layout of unit 103, which is as it was when the Randall Residence used this space as their rental office.

Wright Management will have four full time employees, which will not negatively impact parking. We believe that the residents of the Wood Dale Condominium Association will be better served by having onsite management rather than a management company located many miles away.

Chapter 17 of the Unified Development Code of the City of Wood Dale, Sec. 17.503. Table of Permitted Uses, Use Category I, Business Office, we must have a "S" (Special Use Permit) to operate. We respectfully request approval for a special use permit for Wright Management to use Unit 103 as business office for residential rental and property management

managemen

Sincerely,

James Wright
Managing Member

received

OCT 26 2021

WOOD DALE COMMUNITY
REVELOPMENT

Special Use Standards

1. The proposed Special Use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of the public and will contribute to the general welfare of the neighborhood or community;

Response: Wright Mgmt, LLC is the managing agent for the Wood Dale Station Condominium Association and being on site has and will be a great benefit to the association. All owners/renters are able to stop in or call with questions or concerns and have an employee on site during regular business hours to immediately address any situation.

2. The proposed Special Use will not have a substantial adverse effect upon the adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare;

Response: Wright Mgmt, LLC has 3 full time employees and one part time. We have very low parking requirements, and our office will have no adverse affect, upon any neighboring properties.

3. The proposed Special Use will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purposes already permitted in such zoning district, nor substantially diminish and impair other property valuations within the neighborhood;

Response: Refer to answer to #2. We are a small, quiet property management office. Our presence will not affect any neighboring property in any way.

4. The nature, location, and size of buildings or structures involved with the establishment of the Special Use will not impede, substantially hinder, or discourage the development and use of adjacent land and buildings in accord with the zoning district within which they lie;

Response: Wright Mgmt, LLC occupies the middle retail office space within the existing building, which has been in place since 2007. No interior or exterior modifications are being made.

5. The proposed Special Use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations;

Response: Same responses as to #2,3 and 4.

6. Adequate utilities, access roads, drainage, and/or other necessary facilities have been or will be provided;

Response: Existing office/retail space was constructed with an in place Certificate of Occupancy in July 2007. All utilities, access driveway and parking required by City of Wood Dale have been place for many years.

7. Parking areas shall be of adequate size for the particular Special Use, which areas shall be properly located and suitably screened from adjoining residential uses, and the entrance and exit driveways to and from these parking areas shall be designed so as to prevent traffic hazards, eliminate nuisance, and minimize traffic congestion in the public streets; and

Response: Construction of the building and parking spaces has been in place for over 10 years, as approved by the City of Wood Dale. There is indoor garage parking for residents and outdoor parking for the front facing retail/office spaces.

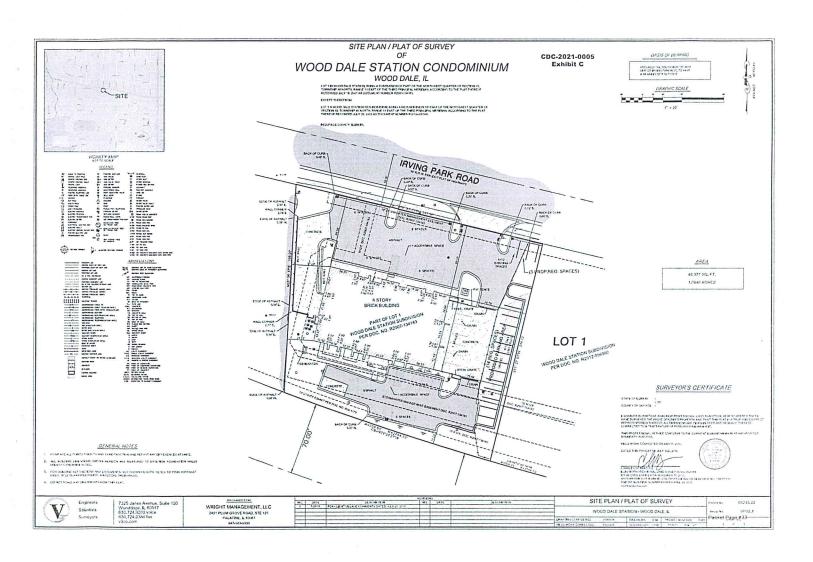
8. Such other standards and criteria as are established by the ordinance for a particular Special Use as set forth in subsections D and H of this section, if applicable, and as applied to planned unit developments as set forth in Chapter 17, Article IV, Section 17.405.

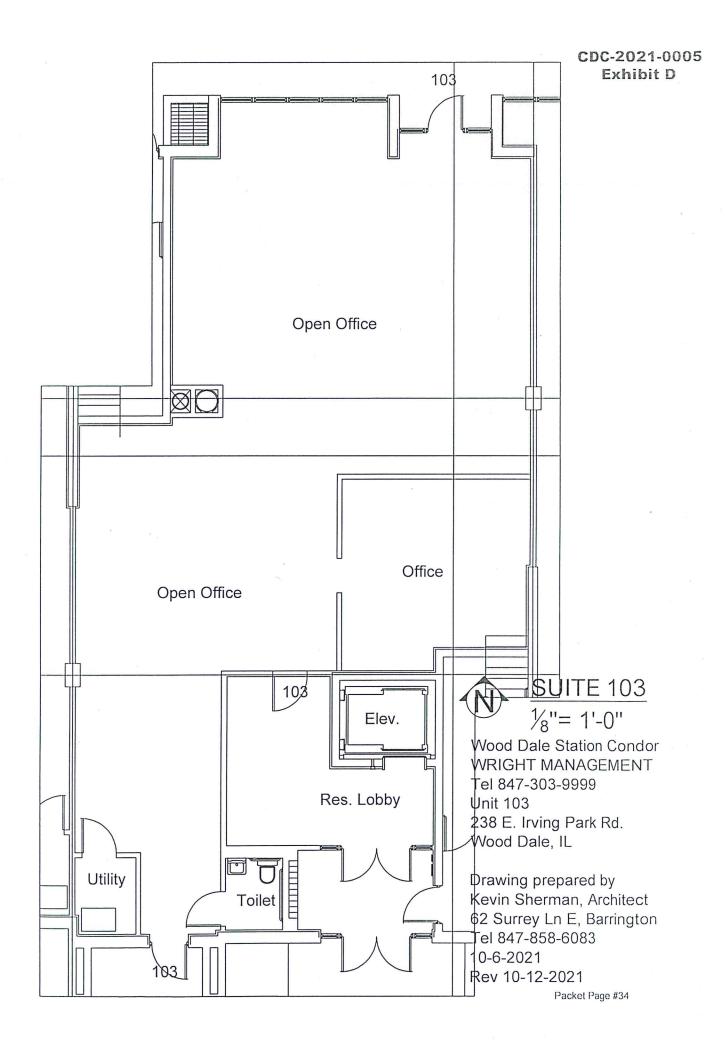
Response: To our knowledge, no other standards apply. Again, this building has been in place since 2007 in accordance with building codes in place at the time.

Standards For Site Plan Review

- 1. The relationship of the site plan is consistent with the policies, goals and objectives of the comprehensive plan;
 - Response. This site plan has been in place and approved by the City of Wood Dale since 2007 and it is consistent with the contents of the comprehensive plan.
- The proposed traffic and parking layout minimizes the danger and conflicts between pedestrians and motorists, provides efficient and convenient movement of traffic not only within the site but on adjacent roadways, and otherwise complies with the requirements of this chapter;
 - Response Correct. The building's parking layout complies with the City of Wood Dale's requirements.
- 3. The location of principal structures, accessory structures and freestanding signs does not impede safe and efficient traffic circulation, stormwater drainage, or otherwise adversely impact adjoining land improvements;
 - Response Correct. As previously approved by City of Wood Dale, nothing adversely affects any of these items.

- 4. That the proposed use(s) is/are permitted in the district in which the property is located; Response As a property management office for the building in which this office is located, we believe this is a permitted use that is of benefit to the home owners and City of Wood Dale.
- 5. That the proposed arrangement of buildings, off street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses and employs sound site planning principles; and
 - Response Correct. The building has been occupied in good standing and in accordance with the requirements of the City of Wood Dale going back to 2007.
- 6. That all outdoor storage areas are screened and are in accordance with standards specified by this chapter.
 - Response There are no outdoor storage areas other than the rear trash dumpster for the building, which is fully enclosed by a fence and gate.





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