



VILLAGE OF LINCOLNSHIRE

AGENDA ARCHITECTURAL REVIEW BOARD Village Hall – Board Room Tuesday, September 15, 2020 7:00 p.m.

PUBLIC REMOTE PARTICIPATION OPTIONS

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- **Public Comment**

- Call 847-913-2312 to leave a voicemail message with your comment by 5:00 p.m. on Tuesday, September 15, 2020. For members of the public leaving voicemails, the voicemails must be:
 - Articulate and audibly comprehensible.
 - Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
 - No more than two minutes in length.
 - Free of any abusive or obscene language.
- Email your comment to VOLPublicComment@lincolnshireil.gov by 5:00 p.m. on Tuesday, September 15, 2020. You may also submit a letter by dropping it off in the Village Hall vestibule or mailing it via the United States Postal Service. For members of the public submitting comment via email or letter, the written notice must be:
 - Typed or written legibly.
 - Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
 - No more than 200 words in length.
 - Free of any abusive or obscene language.
- Comments received before the meeting will be read concurrent with respective agenda item. Comments may be sent to the VOLPublicComment@lincolnshireil.gov email address during the meeting, but it is not guaranteed they will be read until the end of the meeting.

CALL TO ORDER

1.0 ROLL CALL

2.0 APPROVAL OF MINUTES

2.1 Approval of the July 21, 2020, Architectural Review Board Minutes

3.0 ITEMS OF GENERAL BUSINESS

3.1 Design Review of Proposed Text Amendment to Title 6 (Zoning), Chapter 11 (Off-Street Parking & Loading) of the Lincolnshire Village Code to Permit and Regulate Electric Vehicle Charging Stations within Parking Facilities in All Zoning Districts (Village of Lincolnshire)

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

6.0 CITIZEN COMMENTS

7.0 ADJOURNMENT

Reasonable accommodations / auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings. Please contact the Village Administrative Office (847-883-8600) 48 hours in advance if you need any special accommodations to attend. The Architectural Review Board will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Architectural Review Board members to do so. Any agenda items or other business that are not addressed within this time frame will be continued to the next regularly scheduled Architectural Review Board Meeting.



VILLAGE OF LINCOLNSHIRE

MINUTES ARCHITECTURAL REVIEW BOARD MEETING Tuesday, July 21, 2020 (Conducted Virtually)

Present:

Chair Kennerley

Member McCall

Member Santosuosso

Alternate Member Killedar

Assistant Village Manager/Community &
Economic Development Director Gilbertson

Member Orzeske

~~Member Tapia~~

~~Trustee Hancock~~

Planning & Development Manager Zozulya

1.0 ROLL CALL

Chair Kennerley called the meeting to order at 7:03 p.m., and Planning & Development Manager Zozulya ("PDM Zozulya") called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Approval of the minutes of the Architectural Review Board meeting held on Tuesday, June 16, 2020.

Member Santosuosso moved and Member Orzeske seconded the motion to approve the minutes as presented for the July 21, 2020, Architectural Review Board meeting.

AYES: McCall, Santosuosso, Killedar, Orzeske, and Kennerley

NAYS: None

ABSENT: Tapia

ABSTAIN: None

Chair Kennerley declared the motion carried by a roll call vote.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Consideration of Revised Wall Sign Regulations for Freestanding Restaurant Building Governed by the Lincolnshire Commons Planned Unit Development Area of Special Sign Control (940 Milwaukee Ave – Lincolnshire Propco LLC)

PDM Zozulya provided an overview of the request, stating the petitioner, Lincolnshire Propco, LLC, is seeking a major amendment to the Lincolnshire Commons Planned Unit Development ("PUD") to permit revised wall sign specifications for the 940 Milwaukee Avenue building where Fat Rosie's Taco and Tequila Bar will be located. The request received a favorable preliminary review from the Village Board on July 13, 2020. The ARB previously granted a unanimous favorable approval on June 16, 2020, for a minor PUD amendment

to allow exterior building changes in line with Fat Rosie’s branding. The Village Board will have final approval authority of the revised wall signage after the ARB’s recommendation.

PDM Zozulya directed the ARB’s attention to the agenda packet to and the comparison of existing and proposed wall signs for Lincolnshire Commons. PDM Zozulya stated the petitioner is evaluating all signage within the Center and has indicated to staff they will request changes to the master sign plan in the future.

Steven Bauer, Attorney with Meltzer, Purtil & Stelle, representing Lincolnshire Propco, LLC, presented the plans for a major PUD amendment for Fat Rosie’s wall signage. Mr. Bauer summarized previous approvals for the center and the subject request. He stated their intent in this sign proposal is threefold: consistent signage for all locations; architecturally consistent in size and scale with the façade; and motorist visibility. Mr. Bauer presented the site plans and proposed sign renderings. Mr. Bauer noted the only other freestanding building for Fat Rosie’s is in Schaumburg, and presented photos of that location’s signage for comparison. Mr. Bauer also presented other existing signage and dimensions in the Lincolnshire Commons Center. Based upon those existing conditions, Mr. Bauer stated a larger sign would be warranted for Fat Rosie’s.

Member Orzeske noted that wall sconces are absent on the right hand side of the east façade. Mr. Bauer apologized and stated that the sconces should have been included.

Member Santosuosso stated the pop of color will be good especially given bright colors used on the wall signs. He also stated he would have liked to see the rendering with the sconces as approved by the ARB.

Member McCall asked if Fat Rosie’s logo was considered for the northernmost sign on the east elevation, rather than over the front entrance. Robyn Jones, Director of Operations with Franscesca’s Restaurant Group, stated the area over the front entrance allows for a taller sign. Given façade dimensions along the east elevation, it is not conducive to a tall sign. Chair Kennerley stated the donkey head seems to be a major part of their identification on all building elevations in all other locations and encouraged Fat Rosie’s to consider its inclusion in the northern wall sign on the east elevation, as this provides more visibility and would become the primary identifier. Member McCall agreed that the logo should be part of the northern sign on the east elevation.

Member Killedar asked if the petitioner considered removal of an existing tree along the northern portion of the east building façade, which would obstruct the wall sign. Ms. Jones said they intend to discuss this with the property owner in the near future. Member Killedar asked if there will be Fat Rosie’s identification on the monument sign for Lincolnshire Commons. Ms. Jones said both monument signs will have a Fat Rosie’s panel.

Member Kennerley indicated the ARB seems to be in agreement with the proposed changes to the PUD sign regulations for Lincolnshire Commons, but

emphasized her recommendation to add the donkey logo to the northern sign on the east elevation to help with identification.

Member Santosuosso moved, seconded by Member Orzeske, to recommend approval to the Village Board for the revised wall sign regulations for the 940 Milwaukee Avenue freestanding restaurant building, governed by the Lincolnshire Commons Planned Unit Development Area of Special Sign Control, as presented in the petitioner’s presentation packet, with the cover letter dated July 14, 2020, subject to consideration of adding the donkey head logo on the northern sign on the east building elevation.

AYES: McCall, Santosuosso, Killedar, Orzeske, and Kennerley
NAYS: None
ABSENT: Tapia
ABSTAIN: None

Chair Kennerley declared the motion carried.

4.0 UNFINISHED BUSINESS None

5.0 NEW BUSINESS None

6.0 CITIZENS COMMENTS None

7.0 ADJOURNMENT

There being no further business, Chair Kennerley declared the meeting adjourned at 7:39 p.m.

Minutes submitted by Carol Lustig, Administrative Assistant, Community & Economic Development.



ITEM SUMMARY

Reviewing Body / Meeting Date:	Architectural Review Board - September 15, 2020
Subject:	Electric Vehicle Charging Stations
Action Requested (Address – Petitioner):	Design Review of Proposed Text Amendment to Title 6 (Zoning), Chapter 11 (Off-Street Parking & Loading) of the Lincolnshire Village Code to Permit and Regulate Electric Vehicle Charging Stations within Parking Facilities in All Zoning Districts (Village of Lincolnshire)
Prepared By:	Tonya Zozulya - Planning & Development Manager
Staff Recommendation:	Design Review and Recommendation to the Village Board
Meeting History:	Committee of the Whole – June 8, 2020 Committee of the Whole – July 13, 2020 Zoning Board – September 8, 2020
Tentative Meeting Schedule:	Committee of the Whole – September 29, 2020 Regular Village Board – October 13, 2020
Reports/Documents Attached:	1) Redlined draft text amendment to Title 6 (Zoning), Chapter 11 (Off-Street Parking & Loading) of the Lincolnshire Village Code 2) EV charging station area map, PlugShare.com 3) Photos of local Level 2 and Level 3 EV charging stations 4) Surrounding communities survey

Request Summary

Staff requests the Architectural Review Board’s (“ARB”) design review of the aesthetic aspects of the proposed text amendment to Village Code Chapter 11 (Off-Street Parking & Loading) to permit and regulate electric vehicle (“EV”) charging stations. The petitioner is the Village of Lincolnshire.

The text amendment application was originally submitted by Electrify America, LLC. Electrify America applied for a text amendment due to their plan to install a charging station in the Bank of America parking lot at 195 Milwaukee Avenue. At the June 8, 2020, Committee of the Whole meeting, the Village Board expressed general support for amending the code to regulate charging stations and requested revisions regarding the approval process, equipment maintenance/removal, and impervious surface. However, Electrify America withdrew their application after this meeting. Given the need to still regulate these facilities, the Village took over the application.

At the July 13, 2020, Committee of the Whole meeting, the Village Board reviewed the revised draft code and referred the text amendment to the Zoning Board for a public hearing and recommendation and to the ARB for design review of the proposed regulations given the ARB’s oversight of these areas and the fact that if the text amendment is approved, future EV installation proposals will require ARB review and Village Board approval.

EV Charging Station Background

Current Village Code Regulations and EV Stations

The Village Code currently does not address EV charging stations. In 2011, staff received a request for a Level 2 charging station in the Walgreens Pharmacy parking lot at 225 Milwaukee Avenue. After consulting



with the Village Board who did not have objections to the proposal, staff issued a building permit for an EV station along the east property line in a location that is not physically or visually obtrusive. In speaking with the Walgreens store manager, staff learned Walgreens does not have any data regarding the current usage of this station and has not observed any charging activity during the day. Adlai E. Stevenson High School indicated they also have a Level 2 charging station on campus, but did not receive any approvals or permits from the Village (see attached Document 3 for photos). There are currently no Level 3 stations in the Village, and the nearest Level 3 station is available at the Lake Forest Oasis Travel Plaza along I-94. Besides Electrify America, the Village previously received interest from The St. James complex owners regarding installing EV stations in the future.

EV Charging Station Levels

There are three levels of EV charging stations currently on the market – Level 1, 2, and 3 with each level charging faster than the next. Level 1 chargers (also referred to as regular residential outlets) require a 120 volt, alternating current plug that is typically provided with the car and no physical charging equipment. They are typically located inside a garage, require 8-15 hours to fully charge, and are compatible with all electric vehicles. Level 2 chargers use a 240 volt, alternating current plug. They are typically installed in residential developments, schools, as well as commercial and office developments as an amenity to employees and customers. Level 2 chargers take 3-8 hours to fully charge, and, like Level 1 chargers, are compatible with all electric vehicles. Level 3 chargers are the most powerful and high-speed chargers available. They require a 480 volt, direct current plug, and equipment consisting of chargers, switchgear, power cabinets, and utility meters (see attached Document 3 for photos). They are capable of charging 80% of a car battery in 30 minutes and are typically installed in high-traffic commercial areas to allow for fast car charging during shopping and dining trips. There are many EV charger operators on the market. Nearby operators include EVgo, Volta, Electrify America, ChargePoint, and Tesla (see Document 2 for a map), with ChargePoint being the only operator in Lincolnshire. While many chargers are compatible with all types of electric vehicle models, some chargers only serve specific vehicles.

Surrounding Community Survey

Staff conducted a Northwest Municipal Conference (“NWMC”) survey regarding EV charging station regulations. Out of 10 responses received, nine communities allow EV stations (eight with building permit only and one with ARB design review). Some communities indicated chargers and related equipment must meet setback requirements and no commercial advertising is allowed. Staff also learned that Deerfield, Buffalo Grove, and Highland Park allow EV stations with a building permit only (although Deerfield has sometimes required a PUD amendment for large developments). Lake Bluff requires design review and waives permit fees to encourage EV stations in their community. Schaumburg and Niles are the only communities surveyed that have an EV station code (see attached Document 4).

EV Regulations

Staff and the Village Attorney developed proposed regulations to address all types and levels of EV charging stations comprehensively, given their overall footprint and aesthetic impacts. Per the Village Board’s direction, the ARB would use the proposed code regulations regarding the location, screening, signage, and other parameters to review individual proposals prior to making a recommendation to the Village Board.

EV charging stations are proposed to be permitted within parking facilities in all non-residential uses in any zoning district (e.g., shopping centers, recreation facilities, office parks, hotels, churches, schools, library); and all multi-family residential uses with a Special Use/PUD designation in any zoning district prior to approval of the proposed ordinance (e.g., Camberley Club townhomes, Lincolnshire Trails townhomes, 444 Social Apartments). Charging station spaces can be included in the overall calculation of minimum parking spaces required for the primary use (e.g., a bank), provided that charging station spaces do not reduce the dimensions of adjoining spaces or the parking aisle or reduce the number of



available spaces below the minimum required by code. A minimum of one accessible charging station with an adjacent accessible parking space will need to be installed per development in compliance with all local, state, and federal accessibility requirements. All equipment will need to be protected via curbing, bollards, or similar. Per direction from the Village Board, charging stations are required to be maintained in good condition and inactive charging stations must be removed by the property owner within 90 days of inactivity. This will be accomplished via a recorded decommissioning and maintenance plan that the property owner would need to provide prior to permit issuance. Additionally, also per direction from the Village Board, the proposed regulations state any new impervious surface created for the EV station installation must be offset elsewhere on the same property. This would only apply to cases when green/pervious space is proposed to be converted into a paved/impervious area to accommodate an EV charging station.

ARB Design Review

The ARB is requested to provide comments on the following five design-related aspects of the EV regulations, in addition to the general feedback the ARB has on the entire text amendment proposal:

1. **Location:** The location will need to minimize vehicular and pedestrian conflicts while maintaining site aesthetics.
2. **Height:** No maximum height is proposed due to fast evolving technologies. However, the proposed regulations state the applicant needs to consider the smallest practicable size and justify their height request, especially if it is over 6' (6' was chosen based on Level 2 equipment minimum standard which is installed on the Walgreens and Stevenson High School properties). The petitioner for each EV installation will be required to demonstrate to the ARB that a height over 6' is required through local examples and would be allowed without a variance by the Zoning Board and ARB – if the ARB finds the increased height is warranted.
3. **Screening:** Charging station equipment must be screened from adjacent properties and the right-of-way with a screen and adjacent evergreen plantings that are sufficiently tall and dense. Screens must be designed of a material compatible with the principal building. No screens would be required if the site provides sufficient screening through an existing building or another structure located in close proximity to the charging station equipment.
4. **Signage:** Only signs required to identify the purpose and function of the charging station (including the name and phone number of the EV operator) and corresponding parking space would be allowed. Advertisement of goods and services will be prohibited on any component of the charging station through images or sound.
5. **Pavement Marking:** White or yellow pavement lettering that states "EV Charging Only" as well as markings necessary to delineate spaces will be allowed. This requirement was created to minimize on-site signage.

Zoning Board Recommendation / Conditions

On September 8, 2020, the Zoning Board conducted a public hearing on this matter and provided a unanimous favorable recommendation to the Village Board. While the Zoning Board did not attach any formal conditions to their motion, they expressed the following comments concerning the proposed regulations:

- **Equipment Protection:** The Zoning Board stated their preference to require bollard installations for EV equipment. The current draft amendment lists bollards as a possible option (along with curbs and



other barriers) but does not require them. The Zoning Board felt curbing and other protective measures would not suffice.

- **Equipment Maintenance & Removal:** The Zoning Board recommended the language regarding the equipment removal be revised to state that the property owner needs to remove inactive equipment within 90 of receiving written notification from the Village. The current language does not require notification. The Zoning Board wanted to ensure the inactivity is firmly established and is not of a temporary nature due to other reasons such as seasonal fluctuations.
- **Approval Process:** The Zoning Board expressed concern about the proposed approval process (ARB review/recommendation and final review/approval by the Village Board). They felt that the Village should consider allowing EV stations with a building permit only to incentivize EV installations and to be on par with the majority of surrounding communities who do not allow board approvals for these structures.

Staff Recommendation / Conditions

Design review and recommendation to the Village Board.

Text Amendment Approval Process

The approval process for this text amendment is as follows:

1. A preliminary evaluation at the Village Board (occurred on June 8 and July 13, 2020).
2. A public hearing at the Zoning Board (occurred on September 8).
3. Review of the proposed design standards by the Architectural Review Board (current stage of review)
4. Final consideration by the Village Board (Committee of the Whole) – September 29, 2020.
5. Potential approval by the Village Board (Regular Village Board) – October 13, 2020.

Any future code-compliant charging station installation proposals will require design review by the ARB and final approval by the Village Board if the Village Board approves it.

Motion

The Architectural Review Board moves to recommend approval to the Village Board of the proposed text amendments to Title 6 (Zoning), Chapter 11 (Off-Street Parking & Loading) of the Lincolnshire Village Code to permit and regulate electric vehicle charging stations within parking facilities for all non-residential uses in all zoning districts, and all multi-family residential uses with a Special Use/PUD designation in all zoning districts prior to approval of the proposed ordinance, and further subject to...

TITLE 6: Zoning

CHAPTER 11: Off-Street Parking and Loading

Sections:

6-11-1: General Requirements

6-11-2: Off-Street Parking Facilities

6-11-3: Off-Street Loading Facilities

6-11-1: General Requirements

- A. General Applicability: Off-street parking and loading facilities for all existing and new structures and uses of land within the Village of Lincolnshire shall be in accordance with the provisions of this Chapter.
- B. Increase in Intensity: Whenever the intensity of use of any structure, or premises is increased through the addition of dwelling units, gross floor area, seating capacity, or other units of measurement specified herein for required parking or loading facilities, parking and loading facilities shall be required for such increases in intensity.
- C. Change in Use: Whenever a use existing on the effective date of this Chapter is changed to a new use, parking or loading facilities shall be provided as required herein for such new use.
- D. Responsibility: The duty to provide and maintain off-street parking spaces and/or loading facilities shall be the joint and several responsibility of the operator and/or owner of the use and/or owner of the land for which off-street parking spaces and/or loading facilities are required to be provided and maintained hereunder.
- E. Design Plan: Parking and loading facilities shall be illustrated on a site plan to be submitted with all applications for Building Permits or Certificates of Occupancy in accordance with the provisions of this Chapter.
- F. Snow Removal: Accommodations shall be made for the storage and/or removal of snow from all parking and loading facilities. Areas for snow storage shall be designated reasonably close to drains or catch basins. Snow storage within landscaped areas should be avoided to prevent damage to plant material.

6-11-2: Off-Street Parking Facilities:

A. General Requirements

1. Use: Required off-street parking facilities shall be solely for the parking of vehicles used for the transportation of occupants, patrons, employees or materials of the uses to which they are accessory. Each required parking space shall be kept available at all times for parking of such vehicles. No required parking space shall be rented, leased or used for any purpose other than that for which said space is required.
2. Access: Off-street parking facilities shall be designed and located to provide appropriate means of vehicular access to adjacent streets or alley ways in a manner which will least interfere with traffic movements. Parking spaces shall open directly upon an aisle or driveway of such width and designed to provide safe and efficient means of vehicular access to such parking space at all times.

3. Computation: When the number of parking spaces required herein results in a fractional space, any fraction shall require one (1) additional parking space. Parking spaces required on a square footage basis shall be based on the gross square footage of the structure/leasable space. Parking spaces required on an employee basis shall be based on the maximum number of employees on duty or residing on the premises at any one time.
4. Shared Parking Facilities: Parking spaces required for separate structures and uses may be provided collectively on the same lot, provided use of such spaces shall not occur at the same time based on the operations of the uses they are serving. The minimum number of required parking spaces shall be established by the primary use or the highest parking generating use, whichever is more.
5. Land Banking: The Zoning Administrator may authorize a reduction in the total number of off-street parking spaces required herein, subject to the following:
 - a. No more than 50% of the required parking spaces shall be landbanked.
 - b. Prior to authorization of landbanked spaces, the lot owner or tenant must demonstrate that required parking spaces are excessive as applied to the use of the zoning lot, including but not limited to employee counts, lack of public customers, or similar scenarios.
 - c. Every request for landbanking of required parking spaces shall be accompanied by a detailed parking plan identifying the area(s) reserved for future parking and the landscape treatment of such open space.
 - d. The property owner shall file with the Zoning Administrator his/her unconditional agreement in form and substance satisfactory to the Village Attorney that the area(s) reserved for future parking shall be maintained as landscaped open space until and unless required to be used for off-street parking in compliance with this Chapter. Such agreement shall be recorded with the Lake County Recorder's Office.
 - e. The Zoning Administrator, in his/her sole discretion, shall have the authority to require the property owner or successor, at any time, to increase the number of parking spaces required by this Chapter.

6. Electric Vehicle Charging Stations

Electric vehicle charging stations are permitted with review and recommendation of the Architectural Review Board and final approval by the Village Board in all zoning districts for non-residential uses, and for multi-family residential uses for which a special use permit has been previously granted, subject to general regulations of this Chapter and the following specific regulations:

a. Parking Spaces:

Charging station spaces may be included in the overall calculation of minimum parking spaces required for the primary use by this Title, provided that charging station spaces do not reduce the dimensions of adjoining spaces or the parking aisle or reduce the number of available spaces below the minimum required by this Chapter.

b. Accessibility: If any EV charging stations are constructed, a minimum of one accessible charging station with an adjacent accessible parking space shall be installed per development in compliance with all local, state, and federal accessibility requirements. The accessible charging station does not have to be designated for exclusive use of persons with disabilities, unless it is intended to satisfy the overall accessibility requirement in this Chapter.

c. Location:

Every effort shall be made to place charging stations on site so as to minimize vehicular and pedestrian conflicts and maintain site aesthetics.

d. Height:

The height of charging stations and related equipment shall be the smallest practicable size. The burden of proof shall be on the applicant to demonstrate the minimum required size for the EV charging station and why a smaller size is impractical. There shall be a rebuttable presumption against any EV charging stations that exceed 6' in height. In evaluating practicality, the ARB may consider EV charging stations actually erected both within and outside the Village.

e. Screening:

Charging station equipment shall be screened from adjacent properties and the right-of-way with a screen and adjacent evergreen plantings that are sufficiently tall and dense. Screens shall be designed of a material compatible with the principal building on the site and comply with ground-mounted equipment screen requirements in Chapter 15, Fences and Screens, of Title 6, except the height of charging station equipment screens for residential and non-residential uses in all zoning districts is permitted to be 7.5' or less. No screens shall be required if the site provides sufficient screening through an existing building or another structure located in close proximity to the charging station equipment.

f. Signage:

Only signs required to identify the purpose and function of the charging station and corresponding parking space are allowed in compliance with Title 12, Sign Control. Off-premises advertisement of goods and services is prohibited on LED screens or on any other component of the charging station through images or sound.

g. Pavement Marking:

White or yellow lettering that states "EV Charging Only" as well as markings necessary to delineate spaces shall be the only pavement marking permitted to identify charging station spaces.

h. Equipment Protection:

All equipment shall be protected via curbing, bollards, or similar protective structure or device.

i. Equipment Maintenance & Removal:

As a condition of receiving a permit, the applicant must record a Decommissioning and Maintenance Plan against the subject property. The Decommissioning and Maintenance Plan shall require:

(1) All equipment shall be maintained in good condition free of wear and tear;

(2) Any inactive equipment shall be removed by the owner of the property where an electric vehicle charging station was installed within 90 days of said equipment becoming inactive (except for periods of maintenance and repair); and

(3) Following removal, the site and parking spaces shall be restored to their original condition.

j. Impervious Surface:

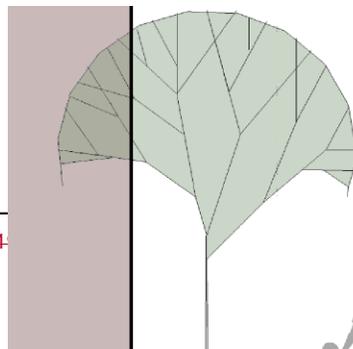
For every square foot of new impervious surface added to the property to erect a charging station, the owner shall offset that addition with the reduction of impervious surface elsewhere on the same zoning parcel.

B. Location:

1. All parking facilities shall be located in the same zoning lot as the structure or use to which they serve. Parking facilities of ten (10) or more parking spaces may be located on a separate lot provided said parking spaces are located within the development in which such parking spaces are serving.
2. Parking facilities solely for employees, may be located on a separate lot provided no such parking spaces shall be located in excess of six hundred feet (600') measured along a paved pedestrian circulation route to the nearest building entrance.
3. Residential zoning: Parking facilities containing three or more spaces shall not be located in a Front, Side, or Rear Setback, as defined in Chapter 2 of this Title, except when a garage structure is located within the Rear Setback. Surfaced driveways may be used as parking spaces in addition to the requirements herein.
4. All Other Zoning Districts: Required parking spaces shall not be located in a Front or Corner Side Yard, as defined in Chapter 2 of this Title, and shall be located a minimum of twenty five (25) feet from the property line of any adjoining residential zoning district, except as permitted in Section 6-8-11(B) of this Title. Required parking spaces may be located in an interior side yard or rear yard in all non-residential zoning districts, provided in the O/I districts a fully landscaped and maintained strip of at least fifteen feet (15') in the O/Ia and O/Ib subdistricts or eight feet (8') in the O/Ic and O/Id subdistricts is installed and maintained continuously along the perimeter of the applicable rear and interior side yards (excluding driveway or sidewalk entrances, or railroad track frontage).

- C. Size: Every parking space shall conform to the parking dimensions identified on the Off-street Parking Chart found at the end of this Chapter, exclusive of access drive aisles, ramps, etc., and have a minimum vertical clearance of seven (7) feet. For parking spaces adjacent to a curb, the parking space length shall be shortened by two (2) feet to provide sufficient vehicle overhang (see Figure 1). For parking spaces where vehicle overhang is adjacent to a pedestrian walkway, the walkway width shall be a minimum of seven (7) feet to provide unobstructed pedestrian access (see Figure 1).

Figure 1
Vehicle Overhang



D. Design and Maintenance:

1. Surfacing:

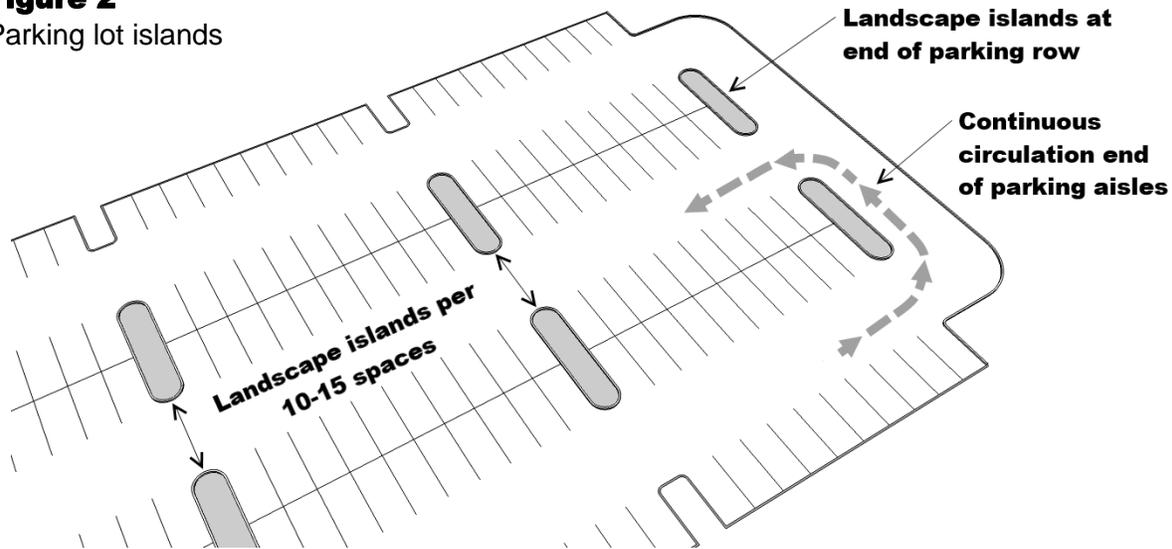
- a. Single-Family Residential: Off-street parking facilities accessory to single-family residential (attached or detached) shall be paved or otherwise surfaced with an all-weather dustless material. The portion of the driveway connecting from the curb line to the property line shall be paved with concrete, asphaltic materials or permanent materials, in accordance with Village Codes.
 - b. All Other Uses: The minimum required off-street parking facilities, spaces and access drives shall be improved with a compacted macadam base, or equal, not less than six inches (6") thick, surfaced with asphaltic concrete or comparable all-weather, dustless material. Any portion of a parking facility containing parking spaces in excess of 10% of the minimum number required herein shall implement innovative stormwater management features (commonly identified as Best Management Practice techniques, BMP), including but not limited to alternate paving surface materials, use of light colored concrete, recycled asphalt permeable pavement materials, bioretention areas, swales, or similar techniques approved by the Village of Lincolnshire; unless it can be demonstrated no further increases in impervious surface coverage will be produced.
2. Drainage: All parking facilities shall be designed to prevent the drainage of stormwater onto adjoining property and to effectively manage stormwater and snowmelt on-site in accordance with Village Codes and the Lake County Watershed Development Ordinance (WDO), including the use of stormwater BMP techniques.
 3. Screening and Landscaping: Parking facilities shall be landscaped in accordance with Section 13-2-4 of Title 13.
 4. Illumination: Illumination of off-street parking facilities shall be in accordance with Section 6-3-15 of this Title. All lighting should create an identity for parking facilities and be appropriately designed for the location, context, and scale of the areas being illuminated.
 5. Curbing: All parking facilities, drives, access roadways, and landscape islands must be bordered by a six (6) inch high concrete barrier curb. Such curbing shall not be required if essential to the design and implementation of stormwater BMP techniques, as approved by the Village and Lake County Stormwater Management Commission (SMC).

E. Parking Lot Standards:

1. Parking facilities containing twenty (20) spaces or more shall have one (1) landscape island for every ten (10) parking spaces (see Figure 2). Landscape islands shall be a minimum width of nine (9) feet and a minimum length of nineteen (19) feet. Landscaping shall be in accordance with Section 13-2-4 of Title 13.
2. Landscape islands shall be located at the end of every parking row and shall be landscaped in accordance with Section 13-2-4 of Title 13 (see Figure 2).
3. Parking facilities containing two (2) or more parking aisles shall provide continuous vehicular circulation at each end of the parking aisles and shall be landscaped in accordance with Section 13-2-4 of Title 13 (see Figure 2).
4. A minimum eight (8) foot landscaped area shall be required between all building façades and parking facilities, including parking spaces and circulation drives, and shall be landscaped in accordance with Section 13-2-4 of Title 13.
5. Parking facilities containing forty (40) parking spaces or more shall have one (1) landscape island for every fifteen (15) parking spaces (see Figure 2). Landscape islands shall be a minimum width of nine (9) feet and a minimum length of nineteen (19) feet. Landscaping shall be in accordance with Chapter 2, Landscaping, of Title 13.

Figure 2

Parking lot islands



F. Accessible (ADA) Parking Spaces: Off-street parking spaces required herein shall comply with the 2010 ADA Standards for Accessible Design and Illinois Accessibility Code, except for single-family dwellings, which shall be in accordance with the following requirements:

1. Required Accessible Spaces: ADA accessible parking spaces shall be included in the total number of required parking spaces as required in following table:

ACCESSIBLE PARKING SPACES	
Total Number of Parking Spaces Provided in Parking Facility	Minimum Number of Required Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2% of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1,000

2. Van Parking Spaces: For every six (6) or fraction of six (6) accessible parking spaces required by (B)(1) above, at least one (1) accessible space shall be a van parking space.

G. Specific Requirements: Off-street parking spaces shall be provided in accordance with the minimum requirements listed below. The format in identifying the minimum number of required spaces is as follows:

{Number of spaces} 10/1,000 {Per square footage, units, seats, etc.}

Unspecified Use: When the use of a structure or lot is known, but not identified in the following parking table, the minimum number of parking spaces required shall be determined based on a reasonably comparable and/or similar use identified.

SEE OFF-STREET PARKING TABLE ON NEXT PAGE

Use	Minimum Number of Required Spaces
Residential	
Single-family detached dwelling	2/dwelling
Single-family attached dwelling, townhome	2.5/dwelling
Single-family attached dwelling, duplex	2.5/dwelling
Continuing care retirement campus (CCRC)	1/independent living unit + 1/employee + 4% of the total required parking for visitor parking
Multi-family dwelling/condominium	1.5/efficiency studio and 1 bedroom units 2.5/2 or more bedroom units
Recreational	
Bowling alley	4/lane + 12/1,000 sq. ft. of lounge or dining area
Golf course	80/9 holes
Park and playground	None for first acre. 5/1 to 5 acres + 5 for each acre in excess of 5 acres + 1/5 persons of design capacity of any structure or facility
Forest preserve/nature preserve	By Village Board
Personal fitness/instruction studio	1/4 persons based on maximum occupancy + 1/employee
Private or public recreation facility and community buildings	1/3 persons based on maximum occupancy + 1/employee + 1/100 sq. ft. of water surface area for any swimming pool facilities
Assembly Uses	
Art galleries, libraries and museums	1/500 SF
Exhibition and convention facilities	1/100 SF
Meeting and events center	1/4 persons at max occupancy
Private clubs, fraternal lodges	1/3 persons at maximum occupancy
Religious institutions	1/4 seats
Theater	1/3 seats

OFF-STREET PARKING TABLE CONTINUED ON NEXT PAGE

Use	Minimum Number of Required Spaces
Institutional	
Child day care center	1/500 SF
College/university or vocational, private educational institution, business or trade school	1/each employee + 1/3 students
Elementary, junior high school	1/each employee
High school	1 each employee + 1/4 students aged 16 years or older
Hospital	1/500 SF + 0.5/ employee
Municipal and government buildings	1/250 SF
Nursing/rest homes	1/1,000 SF
Urgent medical care center/clinic	1/200 SF + 1/employee, including doctors
Industrial	
Cargo and freight terminals	
Cartage and express facilities	
Laboratories or research and development facilities	1/250 SF of Office Space + 1/1,000 SF of Manufacturing Space + 1/2,000 SF of Warehouse Space
Light manufacturing, fabricating, processing, assembly, repairing, storing, servicing or testing of materials, goods or products	
Research laboratories	
Warehouse and storage, distribution facilities	

OFF-STREET PARKING TABLE CONTINUED ON NEXT PAGE

Use	Minimum Number of Required Spaces
Commercial	

Automotive repair facility, service facility	0.5/employee + 2/service bay
Banks and financial Institutions	1/250 SF + 2 stacking spaces/ATM + 3 stacking spaces/drive-up service window
Car rental facilities	1/400 SF of gross leasable area + sufficient parking for rental cars
Catering establishment	
Office, business or professional	
Printing, publishing, blueprinting and photocopying establishments	1/250 SF
Radio and television stations	
Day spa	1/150 SF of gross leasable area
Dispensary organization	1/175 SF of office space + 1/2,000 SF of warehouse/storage space
Hotels	1/unit + 0.5/employee + 1/50 SF of lounge or dining area open to the public
Convenience store	
Drinking establishment	
Food store, including candy/confectionery stores, dairy products and bakeries	
Funeral home	
General retail and service use	
Pharmacy/drug store	1/200 SF
Liquor sales, package goods	
Musical instrument sales and repair shop	
Motor vehicle sales	
Pet shop	
Shopping center	
Performing and visual arts studios	1/employee + 1/every 3 students
Pet daycare, grooming and training	1/500 SF
Physician's office	1/employee + 2/examination room
Restaurants (fast food with drive-thru)	10/1,000 SF + 4 stacking spaces/drive-up service window + 2 stacking spaces for each additional ordering station
Restaurants (fast food)	13/1,000 SF
Restaurants (table service, convenience dining)	12/1,000 SF
Salon (hair, nails, makeup), barber shop	1/employee + 2/chair

Tutoring centers	1/employee + 1/every 3 students
Vehicle fueling station	1/fueling pump + 1/employee + 1/500 SF of convenience store area

END OF OFF-STREET PARKING TABLE

Off-Street Parking Chart

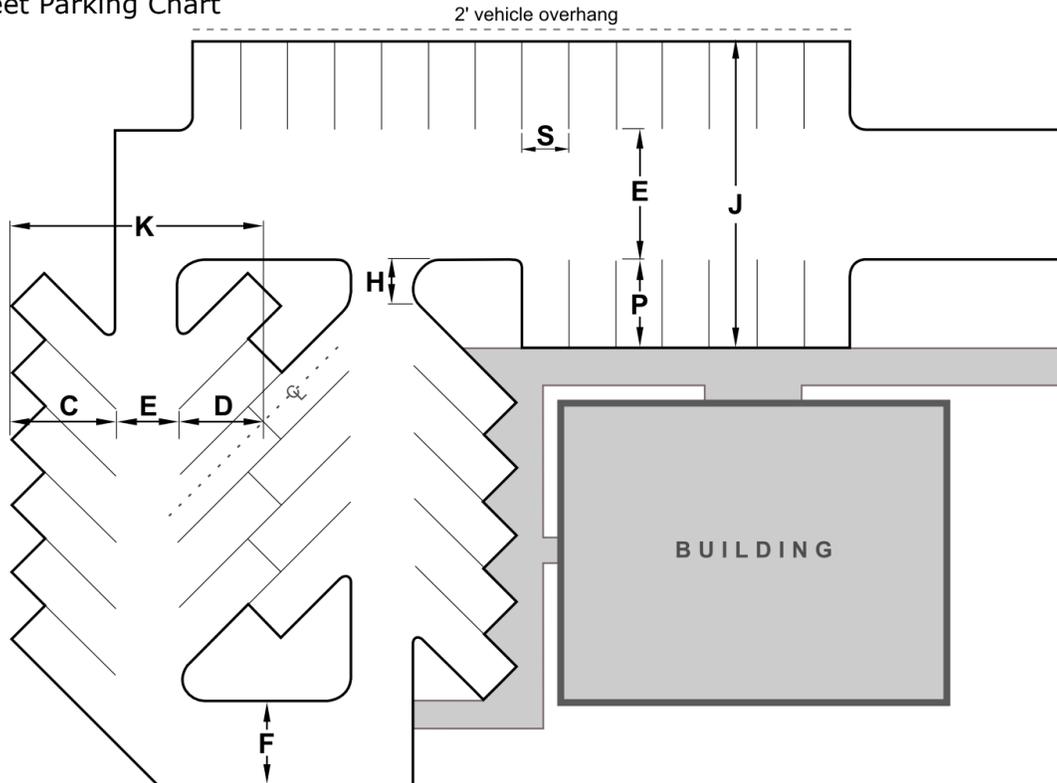


TABLE OF DIMENSIONS (IN FEET)									
	S	P	C*	D	E	F	H	J	K*
0°	8.0	22.0	8.0	8.0	12.0			28.0	8.0
	8.0	24.0	8.0		11.0			27.0	8.0
	8.0	26.0	8.0	8.0	10.0			26.0	8.0
30°	8.5	19.0	16.9	13.2	10.0		6.0	43.8	40.1
	9.0	19.0	17.3	13.4	9.0		6.0	43.6	39.7
45°	8.5	19.0	19.4	16.4	10.8	15.5	9.5	49.6	46.6
	9.0	19.0	19.8	16.6	10.0	16.0	9.0	49.6	46.4
	9.5	19.0	20.1	16.7	9.5	16.5	8.5	49.7	46.3
	10.0	19.0	20.4	16.9	9.0	17.0	8.0	49.8	46.3
60°	8.5	19.0	20.8	18.7	18.0	15.0	12.5	59.6	57.5
	9.0	19.0	21.0	18.8	17.0	15.0	12.0	59.0	56.8
	9.5	19.0	21.3	18.9	15.5	15.0	11.5	58.1	55.7
	10.0	19.0	21.5	19.0	14.0	15.0	11.0	57.0	54.5
90°	8.5	19.0	19.0	19.0	27.0	20.0		65.0	65.0
	9.0	19.0	19.0	19.0	25.0	20.0		63.0	63.0
	9.5	19.0	19.0	19.0	24.0	20.0		63.0	62.0
	10.0	19.0	19.0	19.0	23.0	20.0		61.0	61.0

Notes:

$$\mathbf{J} = C + E + C$$

$$\mathbf{K} = C + E + D$$

*Except as shorten for 2 ft. vehicle overhang per Section 6-11-2(A)(3).

6-11-3: Off-Street Loading Facilities

A. General Requirements

1. Location: All required loading berths (docks) shall be located on the same zoning lot as the structure or use to be served. No loading berth shall be located within twenty five (25) feet of the nearest point of intersection of any two (2) public or private streets; nor shall it be located in a required front or side yard.
2. Design
 - a. Maneuvering: All loading berths shall be designed so that all maneuvering and standing of vehicles shall be performed on the zoning lot, except in parking lots with a capacity of less than fifty (50) cars in the O/Ic, O/Id and M Districts.
 - b. Screening: All loading berths shall be fully screened from view of any public or private street and any adjacent property zoned for residential use. Screening materials shall consist of landscaping, walls, berms or any other permanent material which will provide continuous screening throughout the entire year.
 - c. Access: All loading berths shall be accessed by appropriate means of vehicular access to a street, alley, or circulation drives which least interferes with traffic movements.
3. Surfacing: All open loading berths shall be improved with a compacted macadam base not less than seven inches (7") thick, or equal, surfaced with not less than two inches (2") of asphaltic concrete or comparable all-weather, dustless material. The use of alternate paving surface materials, including but not limited to the use of light colored concrete, recycled asphalt, and permeable pavements such as porous pavement and alternate pavers is encouraged.
4. Repair and Service: Storage of any kind shall be prohibited, unless such loading berth is located entirely within an enclosed structure. No vehicle repair work or service of any kind shall be permitted within any loading berth.
5. Space Allocated: Space allocated to a required loading berth shall not be used to satisfy off-street parking space requirements.

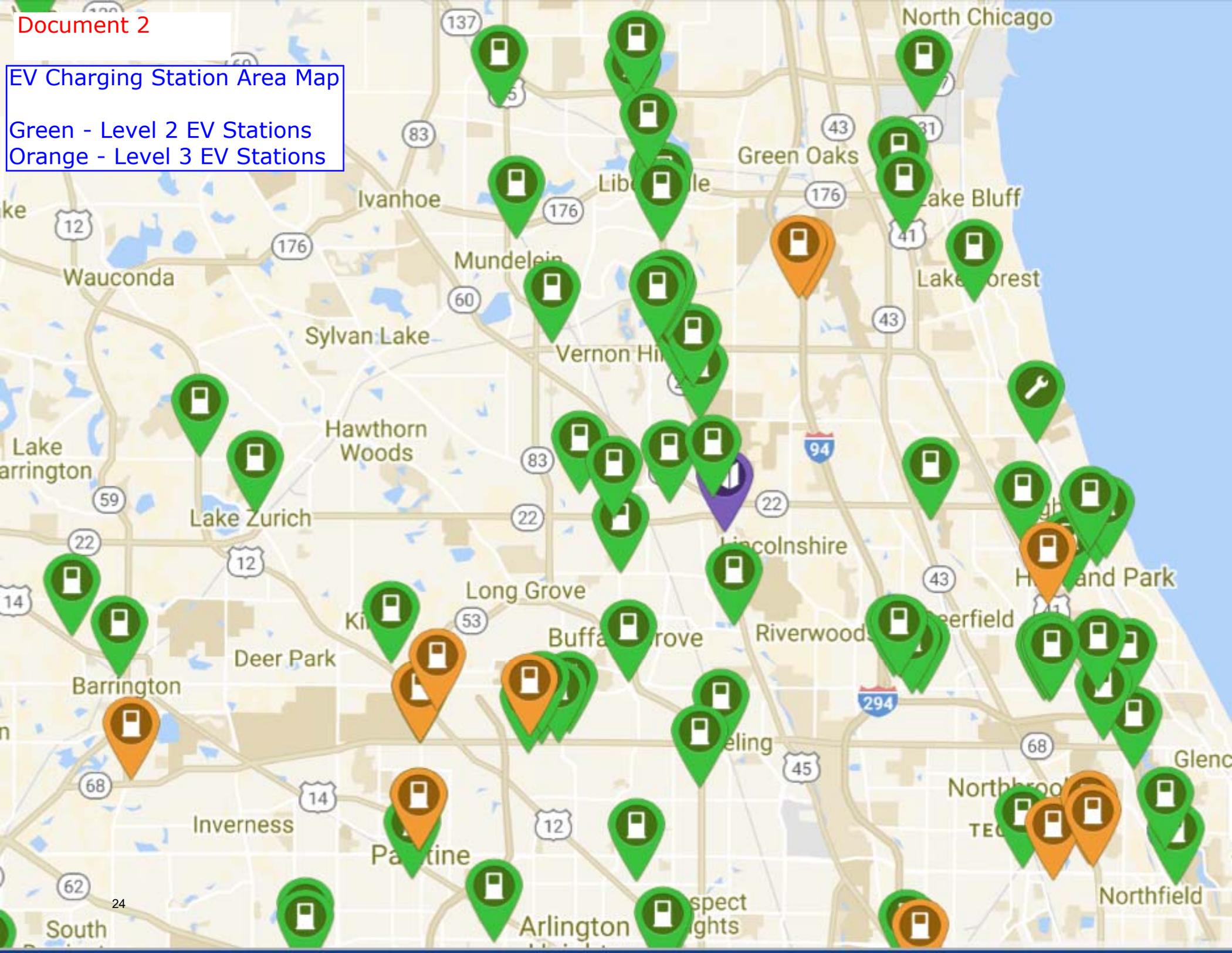
- B. Specific Requirements: Off-street loading facilities shall be provided in accordance with the following minimum requirements:

SEE OFF-STREET LOADING TABLE ON NEXT PAGE

Use	Gross Floor Area (Square Feet)	Number of Loading Facilities	Loading Berth Size
Office, business or professional	Less than 10,000	1 loading/unloading area	N/A
	10,001 – 100,000	1 loading berth	12' x 55'
	100,001 – 500,000	2 loading berths + 1 loading berth per each additional 500,000 SF or fraction in excess of 500,000 SF	12' x 55'
Industrial and manufacturing	Less than 7,000	1 loading/unloading area	N/A
	7,000 – 40,000	1 loading berth	12' x 55'
	40,001 – 100,000	2 loading berths + 1 loading berth per each additional 100,000 SF or fraction thereof	12' x 55'
Warehouse	5,000 – 40,000	1 loading berth	12' x 55'
	40,000 – 100,000	2 loading berths + 1 loading berth per each additional 100,000 SF or fraction thereof	12' x 65'
	Less than 5,000	1 loading/unloading area	N/A
Commercial	7,000 – 20,000	1 loading berth	12' x 30'
	20,001 – 35,000	2 loading berths	12' x 30'
	35,001 – 60,000	2 loading berths	12' x 55'
	60,001 – 100,000	3 loading berths	12' x 55'
	100,001 +	3 loading berths + 1 loading berth per each 200,000 SF or fraction thereof	12' x 55'

EV Charging Station Area Map

Green - Level 2 EV Stations
Orange - Level 3 EV Stations



Lincolnshire Walgreens Pharmacy
Existing Level 2 ChargePoint EV Charging Station



Adlai E. Stevenson High School
Existing Level 2 ChargePoint EV Charging Station



Northbrook Shopping Center
Level 2 Volta EV Charging Station



Lake Forest Oasis
Level 3 EVgo Charging Station



Schaumburg Shopping Center
Level 3 Electrify America Charging Station



EV Equipment
Enclosure

Schaumburg Shopping Center
Level 3 Electrify America Charging Station



Rolling Meadows Shopping Center
Level 3 Tesla Charging Station



Municipality	1. Do you allow electric vehicle charging stations in your community?	2. What zoning districts are they allowed to be located in?	3. Are there specific uses that are allowed to have charging stations (e.g., grocery stores, office buildings)?	4. Is there a limit on how many charging stations can be placed in one area?	5. Are there specific size regulations for charging stations and related equipment?	6. Are there specific location and/or setback regulations within a parking lot?
Barrington	Yes.					
Des Plaines	Yes.	The City of Des Plaines does not address charging station within our Zoning Ordinance.	The City of Des Plaines does not address charging station within our Zoning Ordinance.	No.	No.	No.
Grayslake	Yes, however there are only two in the community thus far.	No restrictions.	No.	No.	No.	No.
Morton Grove	Yes, though not explicitly permitted by municipal code.	Not explicitly listed in the Village's Unified Development Code.	Not explicitly listed in the Village's Unified Development Code.	Not explicitly listed in the Village's Unified Development Code.	No.	No. These would likely need to comply with accessory structure setback requirements.
Niles	Yes, they are included in our 'Gas Station' use definition, and are permitted as an accessory use within any principal or accessory parking lot or structure.	Commercial electric vehicle charging stations are permitted as an accessory use within any principal or accessory parking lot or structure, or gas station in all districts.	Permitted as an accessory use in all districts.	No.	No.	Electric charging station equipment may not block the public right-of-way. Gas Station pump canopies have a 1' minimum setback from any lot line.
Northfield	We have just received our first request and responded to Volta by saying they are not allowed due to off-site advertising and changing text.					

Municipality	1. Do you allow electric vehicle charging stations in your community?	2. What zoning districts are they allowed to be located in?	3. Are there specific uses that are allowed to have charging stations (e.g., grocery stores, office buildings)?	4. Is there a limit on how many charging stations can be placed in one area?	5. Are there specific size regulations for charging stations and related equipment?	6. Are there specific location and/or setback regulations within a parking lot?
Park Ridge	They are not a defined structure and therefore are not allowed.	N/A.	N/A.	N/A.	N/A.	N/A.
Schaumburg	Yes .	All zoning districts when accessory to the primary permitted use of the district. Schaumburg just updated the electrical code to require EV charging equipment rough electrical prep in new residential construction.	Level I and II are allowed for any use; charging stations located at single family and multi-family dwellings must be designated for private use. Level III Fast Charging are permitted only in business and manufacturing districts when accessory to the primary use.	No.	No.	If located adjacent to a sidewalk or a parking staff, there must be adequate space available to accommodate vehicle overhang and to accommodate pedestrians and accessibility requirements.
Vernon Hills	Yes.	B-1 Business.	No.	No.	No.	No.
Wilmette	Yes.	All.	We do not limit them by uses.	No.	No.	Need to meet the setbacks for the district.

Municipality	7. Are there specific aesthetic regulations (e.g., materials, colors)?	8. Are there specific landscape/screening regulations?	9. Are there specific signage regulations?	10. Do charging stations require Board/Council approval?	11. Please attach relevant code sections or policy document.	12. How does your community inspect and verify safety of charging stations?
Barrington					The Village's Environmental Advisory Committee is currently reviewing options - not have been formalized, yet.	
Des Plaines	No.	No.	No.	No.	An electrical permit is the only requirement.	An inspection associated with the building permit is required. All work must be done by a licensed inspector.
Grayslake	No.	No.	No.	No.		N/A.
Morton Grove	No.	No.	No.	No.		Through the standard Building Permit and Electrical Permit review and inspection process.
Niles	Charging station equipment must be maintained in good condition and all equipment must be functional.	Nothing beyond the required landscaping requirements for the respective zoning district.	Each public charging station space must be posted with a sign indicating the space is only for electric vehicle charging purposes. Days and hour of operations must be included if time limits or tow away provisions are enforced by the owner. Information identifying voltage and amperage levels or safety information must be posted.	No.	9.3(F) of the Village Zoning Code.	
Northfield						

Municipality	7. Are there specific aesthetic regulations (e.g., materials, colors)?	8. Are there specific landscape/screening regulations?	9. Are there specific signage regulations?	10. Do charging stations require Board/Council approval?	11. Please attach relevant code sections or policy document.	12. How does your community inspect and verify safety of charging stations?
Park Ridge	N/A.	N/A.	N/A.	N/A.	We are currently updating our comprehensive plan, and objectives in both transportation and sustainability would likely lead to a text amendment to allow charging stations. Along with it there would likely be regulations dealing with zoning (location/setbacks/number of stations, etc.) and appearance. Electronic signs that are often associated with chargers would not be allowed as they currently fall under prohibited signs, specifically "flashing signs" and "off-premise signs".	N/A.
Schaumburg	No but the stations must meet the reach standards in the accessibility code.	No.	If there are time or towing restrictions, there must be signage indicating what the restrictions are. On-site advertising on the charging station; see section 154.128(D)(2).	No; only a permit. If part of an overall signage program (for Volta-like charging stations), the signage program must be approved by the Board.	See attached. Schaumburg defines EV Charging Stations as a vending machine and requires an annual \$50 vending license for each pedestal.	Electrical inspection is required prior to closing out the permit. The Fire Department attended training for fire fighting. Other inspection is completed to verify vending license is attached to the pedestal and any concerns would be addressed at that time.
Vernon Hills	No.	No.	No.	No.		
Wilmette	Appearance Review required.	No.	No commercial advertising is currently permitted.	No.	No specific codes related to charging stations.	We currently do not.