



## CITY OF PARK RIDGE

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DEPARTMENT OF COMMUNITY  
PRESERVATION AND DEVELOPMENT

**Date:** August 25, 2008  
**To:** Planning and Zoning Commission  
**From:** Carrie Davis, Acting Director  
**Re:** Text Amendment to Consider Regulations for Temporary Overnight Shelters  
Zoning Case Number TA-08-02

### **Introduction**

The City of Park Ridge, applicant, proposes a text amendment to the Zoning Ordinance to allow temporary overnight shelters in the City. The amendment consists of a new definition of a shelter, a list of the zoning districts where shelters would be allowed as a special use, new use standards for shelters and new off-street parking requirements, in accordance with Section 4.8.

### **Background**

On July 21, 2008, the City Council asked the Commission to consider a text amendment to the Zoning Ordinance that would allow temporary overnight shelters as special uses in the City. The Council made this request based on the interest of St. Paul of the Cross Church to host a shelter. Regulations regarding these shelters do not currently exist in the Zoning Ordinance.

### **Staff Analysis**

Several changes to the Zoning Ordinance would be necessary to allow temporary overnight shelters. The city attorney and staff consulted the regulations of the cities of Chicago, Elgin and Evanston to determine what has been done elsewhere in the Chicago region where these shelters currently exist. The proposed amendment was drafted to accommodate the particular needs of Park Ridge. Highlighted words indicate the proposed new language.

### **Section 16.3: Definitions - General Terms**

The definition of a temporary overnight shelter should be added, as no language currently exists.

**Temporary overnight shelter. A building, or portion thereof, in which sleeping accommodations are provided for no more than twelve (12) hours per twenty-four (24) hour period, for three (3) or more persons who are not related to the owner, operator, manager or other occupants thereof by blood or marriage as described in Section 12-16-1 of the Park Ridge Municipal Code. "Temporary overnight shelter" shall not be located in any hotel, motel, hospital, nursing home, community residence, rooming house, assisted living facility, independent living facility, single-family dwelling, multi-family dwelling, two-family dwelling or townhouse.**

Section 7.2, Table 2: Residential Districts - Permitted and Special Uses

Temporary overnight shelters should be considered special uses so that the City can evaluate the potential impact that these unique uses may have on the community. While it is not recommended that the use be allowed in a structure used for residential purposes (refer to the proposed definition), the use itself is residential in nature, which is why it is listed under “Residential Uses.” Staff anticipates that these shelters would most likely be proposed in a place of worship or other institutional type facility. Most places of worship are located in residential districts, primarily the R-2 District, but are allowed as special uses in all but the special purpose districts. Other institutional uses, such as government uses, schools or community centers are allowed only in certain districts. A shelter would be subject to the yard and bulk regulations listed in Section 7.2, Table 3 of the district in which it is proposed.

CITY OF PARK RIDGE, ILLINOIS						
TABLE 2: RESIDENTIAL DISTRICTS PERMITTED AND SPECIAL USES						
<i>P = Permitted Use S = Special Use</i>						
Use <sup>1</sup>	Residential Districts					Specific Use Standards
	R-1	R-2	R-3	R-4	R-5	
<b>RESIDENTIAL USES</b>						
Temporary Overnight Shelter	S	S	S	S	S	See Section 10.3.R

Section 8.3, Table 4: Commercial Districts - Permitted and Special Uses

The same rationale discussed for recommended changes to the residential districts would apply to the commercial districts.

CITY OF PARK RIDGE, ILLINOIS						
TABLE 4: COMMERCIAL DISTRICTS PERMITTED AND SPECIAL USES						
<i>P = Permitted Use S = Special Use</i>						
Use <sup>1</sup>	Commercial Districts				Specific Use Standards	
	O	B-1	B-2	B-3		
<b>RESIDENTIAL USES</b>						
Temporary Overnight Shelter	S	S	S	S	See Section 10.3.R	

Section 9.2, Table 6: Special Purpose Districts – Permitted and Special Uses

The same rationale discussed for recommended changes to the residential districts would apply to the special purpose districts. While places of worship are not allowed as either permitted or special uses in the special purpose districts, staff anticipates that these shelters could be located in an institutional type facility, such as a community center in the Open Space District or a use within the Hospital District where extensive services to the community are typically provided. Broad community services are not typical of the other special purpose districts, which is why shelters are not recommended for those districts.

**CITY OF PARK RIDGE, ILLINOIS  
TABLE 6: SPECIAL PURPOSE DISTRICTS PERMITTED AND SPECIAL USES**

*P = Permitted Use    S = Special Use*

Use <sup>1</sup>	Special Purpose Districts								Specific Use Standards
	OS	H			EB		S <sup>2</sup>	P	
		H-CZ	H-TZ-1	H-TZ-2	EB-CZ	EB-TZ			
<b>RESIDENTIAL USES</b>									
Temporary Overnight Shelter	S	S	S	S					See Section 10.3.R

Section 10.3: Use Standard - Generic Use Standards

Section 10.3.R would need to be created to allow the City to evaluate whether a temporary overnight shelter is compatible with the surrounding area. These standards would be in addition to the special use standards required in Section 4.6. The remaining paragraphs of Section 10.3 would need to be re-lettered accordingly to accommodate these new provisions.

**10.3.R      Temporary Overnight Shelter**

- 1. No temporary overnight shelter shall be located within one thousand (1,000) feet of any other temporary overnight shelter.**
- 2. Each temporary overnight shelter shall be designed so that the entrances and exits, exterior lighting, and parking facilities will minimize traffic congestion, pedestrian hazards and adverse impacts on adjoining properties.**
- 3. The maximum number of occupants, including staff, permitted to remain on each floor of a temporary overnight shelter shall be computed by dividing the square footage of each sleeping area by 80; resulting fractions shall be disregarded.**
- 4. All temporary overnight shelters must comply with all federal, state and local requirements, including but not limited to, licensing, health, safety and building code requirements and all applicable sections of the Park Ridge Municipal Code.**
- 5. In conjunction with the special use authorizing a temporary overnight shelter, the owner or operator of a temporary overnight shelter shall be required to obtain a license for the operation of a temporary overnight shelter from the City. The license shall be granted for a period of one year commencing on the date of issuance. Thereafter, the license must be renewed on an annual basis. If the owner or operator of a temporary overnight shelter changes, a new license must be applied for.**
- 6. The amount of noise to be generated from a temporary overnight shelter shall not be excessive.**

Section 12.13, Table 9: Off-Street Parking and Loading - Required Off-Street Parking Spaces

Off-street parking requirements should be provided for temporary overnight shelters that are similar to other group type residential uses.

CITY OF PARK RIDGE, ILLINOIS TABLE 9: OFF-STREET PARKING REQUIREMENTS	
USE	PARKING REQUIREMENT
<b>RESIDENTIAL USES</b>	
Temporary Overnight Shelter	.25 per bed + 1 per 2 employees

Standards for Text Amendments

The Commission should review the nine findings of fact for text amendments listed in Section 4.8.E, Table 1 to determine if the proposed changes are appropriate.

**Staff Recommendations**

Staff recommends that the Commission recommend City Council approval of the text amendment for regulations to allow temporary overnight shelters in the City, Zoning Case Number TA-08-02. In taking action on the case, the Commission shall make findings of fact regarding the standards for text amendments.