

## Diagnostic Memo & Preliminary Recommendations Framework Planning and Zoning Commission Workshop Summary

The Planning and Zoning Commission held a workshop on Thursday, September 23<sup>rd</sup> to review, discuss, and gather public input on the recommendations in the September 10th Diagnostic and Preliminary Recommendations Framework Memo. Six members of the Planning and Zoning Commission, members of the public including residents of Homewood and neighboring communities, members of the local press, the Village Director of Economic and Community Development, Angela Mesaros, and two members of the Houseal Lavigne team were in attendance.

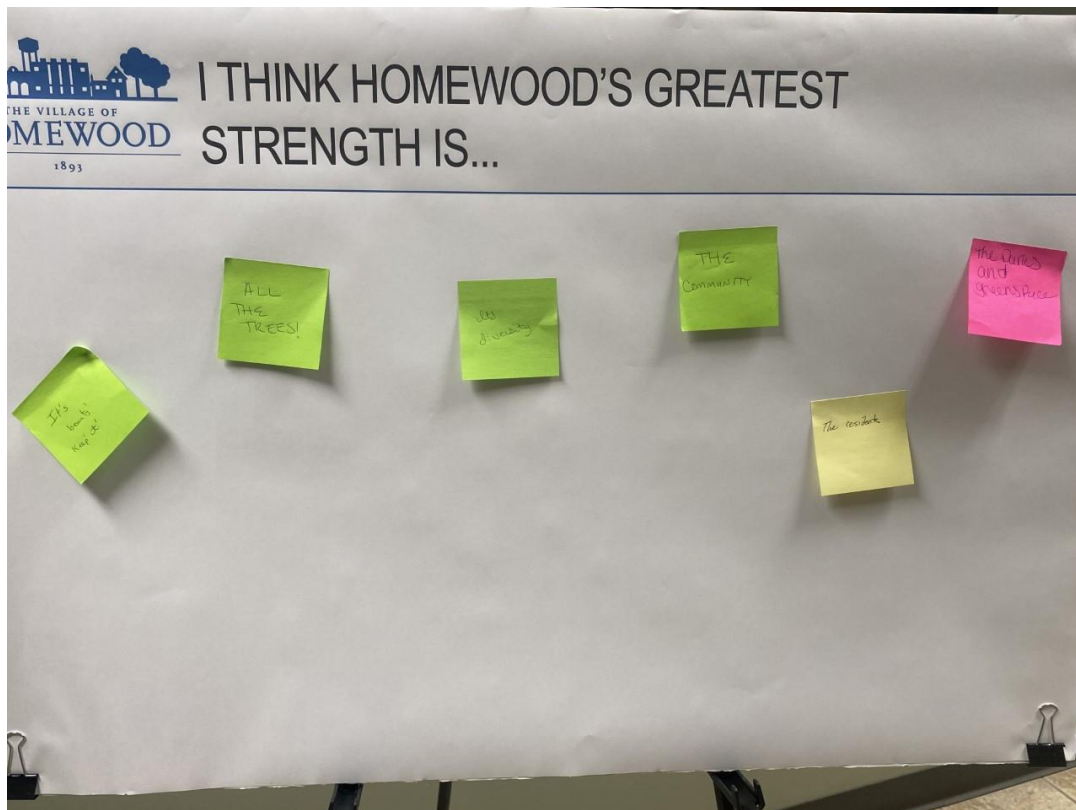
### Pre-Meeting Activity

Before the meeting, the Village and the Houseal Lavigne team engaged attendees using three boards in the lobby outside of the meeting room. The goal of the three boards was to garner feedback on the Village's greatest strengths and ideas regarding how commercial areas could be improved including landscaping and screening. Attendees wrote their suggestions on sticky notes and posted them on boards and voted using dot stickers. The input is summarized by board below.

**Note: The feedback received has been consolidated into common answers.**

### I think Homewood's Greatest Strength Is...

- Residents
- Diversity
- Beauty, parks, and green spaces



## Parking Lot Landscape & Dumpster Screening

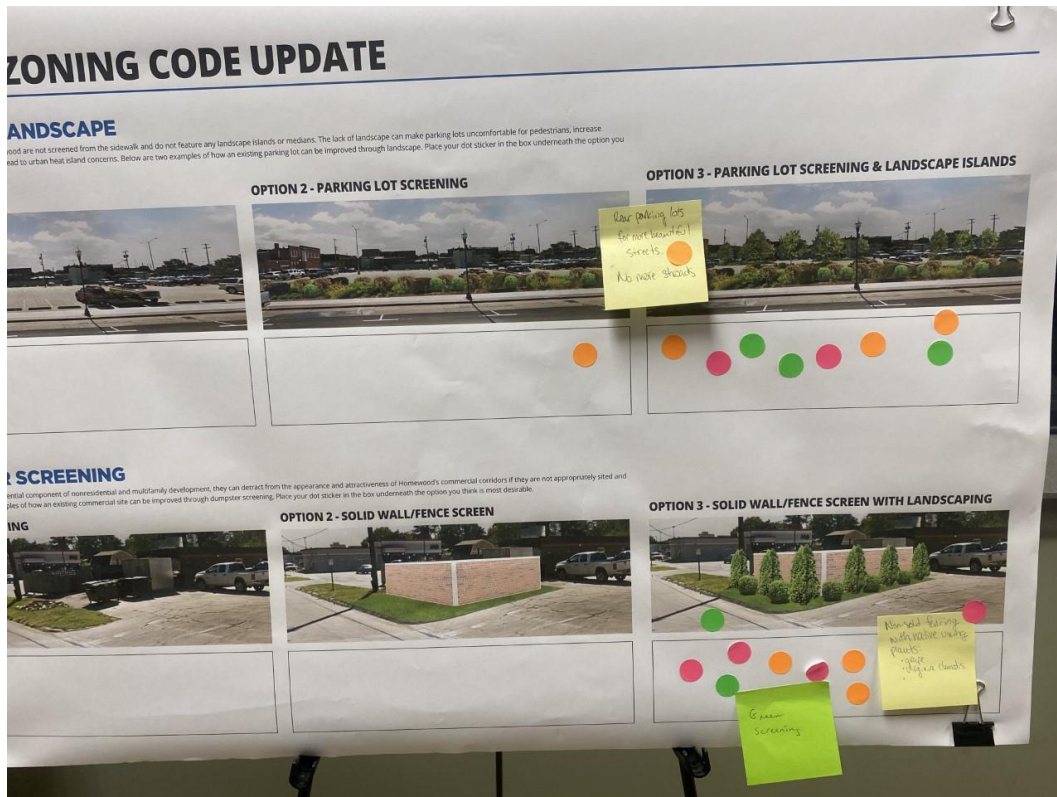
Participants were invited to select between example images showing three different levels of parking lot landscape and screening options. Participants' votes are tallied below by option.

### Parking Lot Landscape

- Option 1 - No Screening: 0 votes
- Option 2 - Parking Lot Screening: 1 vote
- Option 3 - Parking Lot Screening & Landscape Islands: 9 votes

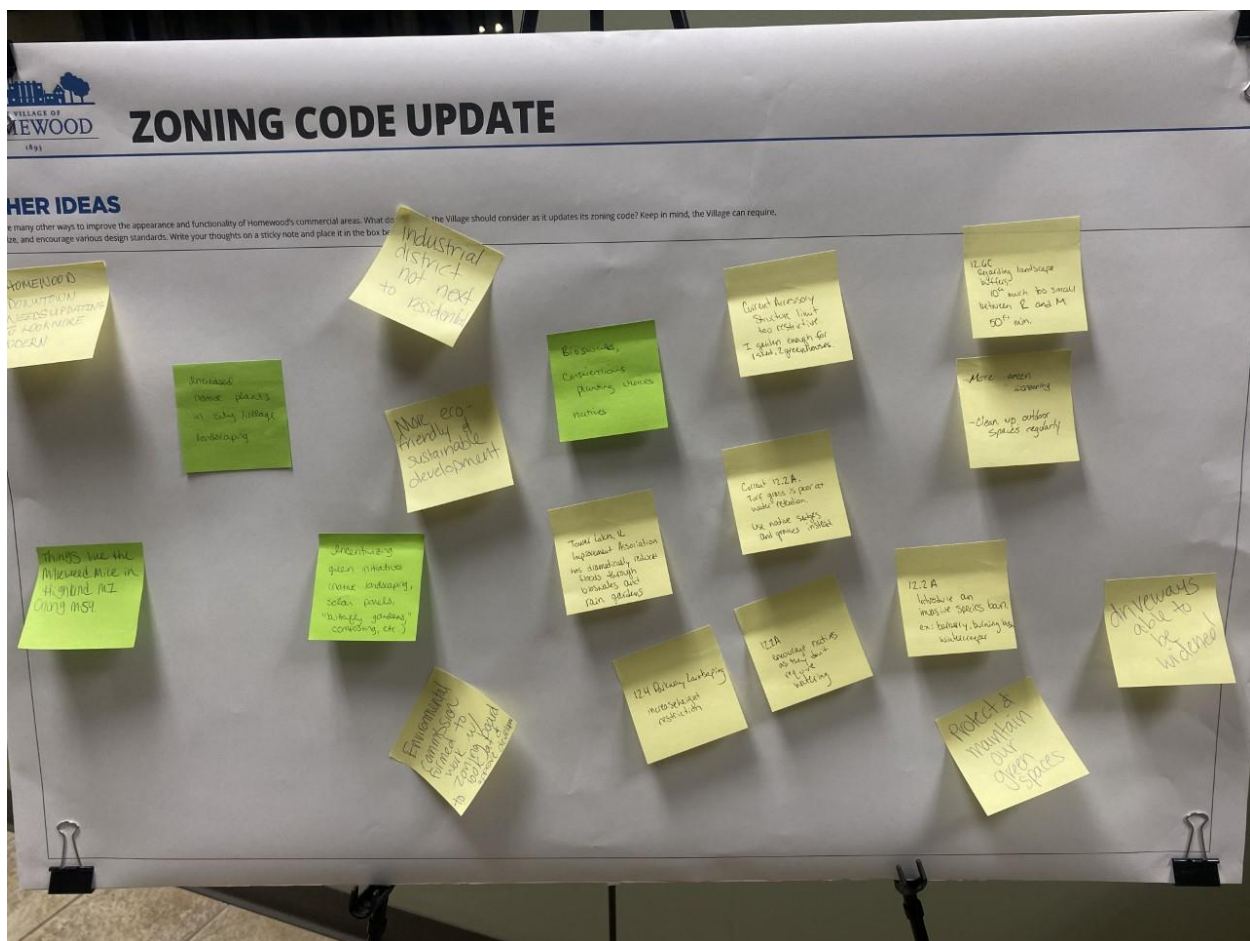
### Dumpster Screening

- Option 1 - No Screening: 0 votes
- Option 2 - Solid Wall/Fence Screen: 0 votes
- Option 3 - Solid Wall/Fence Screen With Landscaping: 9 Votes



## Other Ideas to Improve Homewood's Zoning Ordinance

- Wider driveways should be allowed.
- Green spaces should be protected and maintained.
- Invasive species and turf grass should be banned and native species, bioswales, and rain gardens encouraged.
- More green screening and environmentally friendly features should be required.
- Additional accessory structures including sheds and greenhouses should be allowed.
- Industrial uses should be banned from locating near residential uses.
- Wider landscape buffers should be required between R and M Districts.
- The height restriction for parkway landscaping should be increased.
- An environmental justice commission should be formed to work with the Planning and Zoning Commission.
- Downtown should be updated and maintained.



## Meeting Presentation & Discussion

On September 10, 2021, the Diagnostic Report and Preliminary Recommendations Framework memorandum drafted by the Houseal Lavigne team was made public. The report included Houseal Lavigne's initial assessment of the zoning ordinance and suggested changes based on the policies discussed in prior meetings during the update process. During the meeting, the team summarized their assessment of and recommended amendments to the zoning ordinance. The recommendations were discussed conceptually during the meeting and in the memorandum, and no draft text to amend the zoning ordinance was presented. The Planning and Zoning Commission then discussed the proposals and members of the public provided comment as summarized below by topic.

### Zoning Ordinance Structure

The Houseal Lavigne team presented a new suggested structure of the ordinance by article. The Planning and Zoning Commission expressed support for the new structure but requested a document to compare the existing ordinance's organization and article sequence with the new ordinance's organization.

### Limited Uses

The Houseal Lavigne team presented its recommendation to establish a limited use approval process, in which uses that require Village discretion for approval can be considered by staff but without following the extensive special use approval process. The Planning and Zoning Commission expressed support for the process and stated that many of the current by-right uses should be designated as limited uses to allow the Village additional discretion in their approval. The group discussed that the specific uses to be designated as limited uses should be determined later in the process.

### Commercial & Non-Commercial Places of Assembly

The Houseal Lavigne team presented its recommendation to establish land use categories for "Non-Commercial Place of Assembly" and "Commercial Place of Assembly" uses. The team recommended that commercial places of assembly be further differentiated depending on their location indoor or outdoor and size. The Planning and Zoning Commission discussed the types of commercial recreation facilities that would be allowed under the proposed small and large facility size categories but did not recommend that the proposed categories be changed.

### Personal Service, Professional Office, & Coworking Spaces

The Houseal Lavigne team recommended that Personal Service and Professional Office uses be designated as permitted uses in upper floors and limited uses on ground floors within the B-1 District, to incentivize their location in upper floors rather than ground floors. The Planning and Zoning Commission expressed mixed feedback on the regulation, considering that salon and personal service establishments are often minority-owned, and that limitations could present social justice concerns. The feedback suggested that additional discussion is needed.

The Houseal Lavigne team presented its recommendation to allow coworking spaces as an allowed land use and to establish standards to ensure that the businesses in a coworking space are allowed in the governing district. The Planning and Zoning Commission expressed support for the regulation and stated that coworking spaces could present an approach to allow personal service establishments without occupying too many ground-floor spaces downtown.

### Short-Term Rentals

The Houseal Lavigne team presented recommendations to permit short-term rentals, such as Air BnBs, in the R-1, R-2, and R-3 Districts, and to establish standards to limit the maximum number of guests and a minimum and maximum duration of guest stay, limit allowable operation timeframe per calendar year, and require that the operator reside on-site.

The Planning and Zoning Commission discussed and supported the recommendation to permit short-term rentals subject to the recommended use-specific standards. The Commission expressed interest in limiting the density of short-term rentals and to require a separation from one another. Further, the Commission expressed interest in establishing a registration for short-term rentals to monitor their number over time. The Houseal Lavigne team acknowledged that these measures can be achieved through the zoning ordinance update. The Commission also voiced interest in noise complaint limits, refuse standards, and parking limits. The Houseal Lavigne team replied that many of these concerns are addressed through the Village's nuisance ordinance. One member of the public expressed support for short-term rentals if they are subject to separation requirements.

### Parking Limits & Permeable Pavement

The Houseal Lavigne team presented its recommendation to establish a maximum parking limit but allow parking in excess of the maximum if permeable pavement is used to offset the stormwater impacts. The Planning and Zoning Commission supported the proposed regulation but suggested that the standards should allow for additional stormwater management techniques, such as green infrastructure, to be used. The Commission noted that the zoning standards should reference the stormwater standards in the municipal code and should allow for the Village Engineer review on a case-by-case basis.

### Driveway Standards

The Houseal Lavigne team presented its recommendation to limit the size of driveways, garage access drives, and parking pads on residential lots to limit the amount of allowed impervious surface. The Planning and Zoning Commission expressed concern regarding the provision of sufficient space for parking with the proposed driveway width limits. One member of the public expressed similar concerns over the proposed limits. The Commission and the Houseal Lavigne team noted that further discussion is needed to determine the appropriate driveway regulations needed to balance impervious surface limits with residential parking needs.

The Houseal Lavigne team presented its recommendation to permit ribbon driveways. One member of the commission stated that ribbon driveways should not be the only type of driveway allowed, while a member of the public expressed support.

### Fencing Materials

The Houseal Lavigne team presented recommendations to prohibit chain link or wire mesh fences, which would allow the existing chain link fences to continue as nonconformities but would prohibit their replacement or establishment in the future. The Planning and Zoning Commission expressed that the zoning ordinance should continue to allow chain link fencing, as it is a cost-effective option for residents to fence their properties. Several members of the public concurred that the zoning ordinance should continue to allow chain link fences.

### Subletting of Office Space

The Houseal Lavigne team presented its recommendation to establish a permitting process for use changes and small modifications to existing buildings. The Planning and Zoning Commission expressed concern that the proposed process would still allow incremental changes to a space without approval or review from the Village. The group discussed limiting the allowable percentage of subletting within a calendar year as a potential solution. Establishing a clear process to track approved office subletting applications over time was also mentioned.

### Additional Issues

Several additional concerns emerged over the course of the workshop as follows.

- The Planning and Zoning Commission noted that the zoning ordinance should specify that a maintenance agreement for shared driveways should be required for approval.

- One Commissioner expressed that the requirements in the proposed parking lot perimeter landscape zones, which include mandatory screening between off-street parking lots and rights-of-way, should be strengthened for commercial properties when residentially zoned property are across the right-of-way.
- One attendee expressed support to increase the number of allowed accessory structures on residential lots.
- One attendee expressed support to require native vegetation and to limit invasive species.
- Several attendees expressed support for additional green space requirements and stronger buffering requirements between adjacent residential and commercial or industrial uses.