



#2016-22 Refuge for Women SUP Amendment Project Review for Planning and Zoning Commission

<u>Meeting Date:</u>	June 15, 2016
<u>Requests:</u>	Special Use Permit Amendment to allow Refuge for Women to locate at 1291 North Avenue.
<u>Location:</u>	1291 North Ave
<u>Acreage:</u>	Approximately .35 acres
<u>Zoning:</u>	R-2 (Single-Family Residential)
<u>Surrounding Properties:</u>	North: R-2 (Single-Family Residential) South: Village of Lakewood R-2 (Single-Family Detached Residential) East: Village of Lakewood R-2 (Single-Family Detached Residential) West: B-1 (Neighborhood Commercial)
<u>Staff Contact:</u>	Kathryn Cowlin (815.356.3615)

Background:

- **Existing Use:** The home is currently an institutional use and is occupied by Home of the Sparrow.
- **Previous Approvals:** In 1997, the property was granted a Special Use Permit for an institutional use with the restriction that the SUP was for Home of the Sparrow. In 2008, the SUP was amended to allow Home of the Sparrow to convert the garage to an office.

Development Analysis:

- **Request:** The petitioner is requesting to amend condition #1 of the Special Use Permit Ordinance # 4092 to allow Refuge for Women to locate at the subject property. Essentially, the petitioner is requesting to transfer the Special Use Permit from Home of the Sparrow to Refuge for Women.
- **Land Use:** The Comprehensive Land Use map shows the area as Urban Residential which is an appropriate land use designation, given the residential character of the area.
- **UDO Standard:** The UDO allows for special use permit amendments.

- The Home of the Sparrow and Refuge for Women are not for-profit organizations that provide women in need of a home until they are comfortable to live on their own.

Current institutional use by Home of the Sparrow & Proposed institutional use by Refuge for Women

	Home of the Sparrow	Refuge for Women
Property use	Home for women	Home for women
Number of residents	Up to 14	4-6
Type of resident	Women and children	Only adult women 18+

Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Urban Residential, which allows for existing and future single-family residential uses. The following goal is applicable to this request:

Land Use – Urban Residential

Goal: Encourage a diversity of high quality housing in appropriate locations throughout the city that supports a variety of lifestyles and invigorates community character.

This can be accomplished with the following supporting action:

Supporting Action: Preserve and enhance the character and livability of existing residential area with architectural and development guidelines. Promote safe, clean and well-maintained housing by encouraging regular repair and maintenance of housing.

Findings of Fact:

SPECIAL USE PERMIT

The petitioner has requested a Special Use Permit Amendment to allow Refuge for Women to locate at 1291 North Avenue. Special Uses require a separate review because of their potential to impact surrounding properties and the orderly development of the City. Section 2-400 of the Unified Development Ordinance establishes standard for all Special Uses in Crystal Lake. The criteria are as follows:

1. That the proposed use is necessary or desirable, at the location involved, to provide a service or facility which will further the public convenience and contribute to the general welfare of the neighborhood or community.
 Meets *Does not meet*
2. That the proposed use will not be detrimental to the value of other properties or improvements in the vicinity.
 Meets *Does not meet*

3. That the proposed use will comply with the regulations of the zoning district in which it is located and this Ordinance generally, including, but not limited to, all applicable yard and bulk regulations, parking and loading regulations, sign control regulations, watershed, wetlands, and flood plain regulations, Building and Fire Codes and all other applicable City Ordinances.

Meets *Does not meet*

4. That the proposed use will not negatively impact the existing off-site traffic circulation; will adequately address on-site traffic circulation; will provide adequate on-site parking facilities; and, if required, will contribute financially, in proportion to its impact, to upgrading roadway and parking systems.

Meets *Does not meet*

5. That the proposed use will not negatively impact existing public utilities and municipal service delivery systems and, if required, will contribute financially, in proportion to its impact, to the upgrading of public utility systems and municipal service delivery systems.

Meets *Does not meet*

6. That the proposed use will not impact negatively on the environment by creating air, noise, or water pollution; ground contamination; or unsightly views.

Meets *Does not meet*

7. That the proposed use will maintain, where possible, existing mature vegetation; provide adequate screening to residential properties; provide landscaping in forms of ground covers, trees and shrubs; and provide architecture, which is aesthetically appealing, compatible or complementary to surrounding properties and acceptable by community standards, as further detailed in Article 4, Development and Design Standards.

Meets *Does not meet*

8. That the proposed use will meet standards and requirements established by jurisdictions other than the City such as Federal, State or County statutes requiring licensing procedures or health/safety inspections, and submit written evidence thereof.

Meets *Does not meet*

9. That the proposed use shall conform to any stipulations or conditions approved as part of a Special Use Permit issued for such use.

Meets *Does not meet*

10. That the proposed use shall conform to the standards established for specific special uses as provided in this section.

Meets *Does not meet*

Recommended Conditions:

If a motion is made to recommend approval of the petitioner's request, the following conditions are recommended:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (Waggoner, dated 05/23/16, received 05/25/16)
 - B. Organization Information (Schultz, received 05/25/16)
 - C. Survey (received 05/25/16)
2. The Special Use Permit is amended to allow Refuge for Women to occupy 1291 North Avenue, if the use of the property changes, the Special Use Permit would be rendered invalid, and the property should revert back to a residential use.
3. Conditions of Ordinances #6410 and #4092 shall remain in effect except for condition #1 of ordinance #4092 which was amended by this petition.
4. The petitioner shall comply with all of the requirements of the Community Development, Police and Fire Rescue Departments.

CITY OF CRYSTAL LAKE DEVELOPMENT APPLICATION

Office Use Only
File # _____

PROJECT TITLE: Amendment of Home of the Sparrow Special Use Permit

Action Requested:

- | | |
|---|--|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Preliminary PUD Variation |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Preliminary Plat of Subdivision |
| <input type="checkbox"/> Conceptual PUD Review | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Final PUD | <input type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Final PUD Amendment | <input type="checkbox"/> Variation |
| <input type="checkbox"/> Final Plat of Subdivision | <input checked="" type="checkbox"/> Other - Amendment of SUP |

Petitioner Information:

Name: Home State Bank N.A., as Trustee,
Trust No. 6232

Address: 180 S. Western Avenue #123
Carpentersville, IL 60118

Phone:

Fax:

Owner Information (if different):

Name: Home of the Sparrow, Inc.

Address: 4209 W. Shamrock Lane, Unit B
McHenry, IL 60050-8700

Phone:

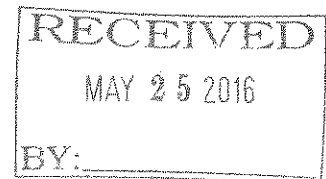
Fax:

Property Information:

Project Description: The Petitioner is requesting an amendment to the Special Use Permit granted to Home of the Sparrow by Ordinance No. 4092 and Amended by Ordinance No. 6410, for an Institutional Use at 1291 North Avenue. See Exhibit A attached.

Project Address/Location: The common address is 1291 North Avenue, Crystal Lake, Illinois.

PIN Number(s): 18-01-326-011



Development Team

Please include address, phone, fax, and e-mail

Developer:

Architect:

Attorney: Lisa M. Waggoner, 4 N. Walkup Ave., Crystal Lake, Illinois 60014; 815 477 0830;
(FAX) 815 477 0834

Engineer:

Landscape Architect:

Planner:

Surveyor:

Other:

Signatures:

Home State Bank N.A., as Trustee, Trust No. 6232

By:

Karen Schultz Karen Schultz
PETITIONER: Print and Sign name (if different from owner)

May 23, 2016
Date

Refuge for Women, Inc., Sole Beneficiary

As owner of the property in question, I hereby authorize the seeking of the above requested action.

Home of the Sparrow, Inc.

By:

GENE SALVADALENIA
OWNER: Print and Sign name

May 23, 2016
Date

NOTE: If the subject property is held in trust, the trust officer must sign this petition as owner.
In addition, the trust officer must provide a letter which names all beneficiaries of the trust.

Development Team

Please include address, phone, fax, and e-mail

Developer:

Architect:

Attorney: Lisa M. Waggoner, 4 N. Walkup Ave., Crystal Lake, Illinois 60014; 815 477 0830;
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Surveyor:

Other:

Signatures:

Home State Bank N.A., as Trustee, Trust No. 6232

By:

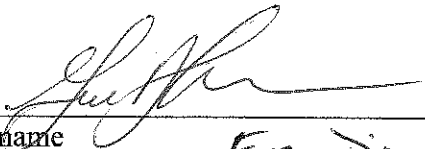
PETITIONER: Print and Sign name (*if different from owner*)
Refuge for Women, Inc., Sole Beneficiary

May _____, 2016
Date

As owner of the property in question, I hereby authorize the seeking of the above requested action.

Home of the Sparrow, Inc.

By:

GENE SALVADALENA 
OWNER: Print and Sign name *Exec. Director*

May 23, 2016
Date

NOTE: If the subject property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter which names all beneficiaries of the trust.

Exhibit A



CHICAGO

TO: Katie Cowlin; Zoning, Planner and ED, Crystal Lake, IL
FROM: Karen Schultz; City Director, Refuge for Women Chicago
PHONE: 708.380.7419 EMAIL: karen.refugeforwomen@gmail.com
RE: organizational description, intended use for property at 1291 North Ave CL, IL

GENERAL DESCRIPTION:

Refuge for Women is a national nonprofit organization established in 2010 to offer aftercare to women, 18+ who have been abused. We provide a 9-12 month, residential, faith based program that offers stable housing, trauma based support, life skills and employment preparation in a structured, supportive environment. We are successful when our graduates become emotionally and physically healthy, self sustaining, contributing members of their communities. Our program is divided into 3 phases: a 6 month healing, stabilizing phase, a 3 month life skills/employment preparation phase and an optional 3 month transition phase. We are opening a home in McHenry County to address the need in our Chicago land area.

BACKGROUND OF RESIDENTS:

We accept women 18+. To be admitted to Refuge, a woman must complete an in depth application and interview. Some women apply to us on their own via our website and others are referred to us through like minded organizations. The women come to us abused, used and hopeless. They leave loved, appreciated and with a future that is not defined by their past.

PROPERTY USE:

The house will be used as the residence for the women in our program. There will be 4-6 women in our program, living in the house throughout their stay. We do not house children. If a woman has children in her custody, we will help her make arrangements with Safe Families for them. The location of the home will be kept confidential and the women in the program will not have their own transportation. Any cars will belong to staff and volunteers.

OTHER INFORMATION:

A Refuge employee will be on site at all times
We have a full time program director, evening and weekend staff and trained volunteers
We use licensed counselors to provide counseling
We are accountable to our national board to maintain program integrity and quality
House rules are carefully enforced to encourage accountability, responsibility and respect
Women are removed from the program if they do not adhere to the house rules
We will utilize a security system in the home
Other than 1 dysfunctional family member, we've never had a situation where someone from a woman's former life has come after her

PUBLIC NOTICE

BEFORE THE PLANNING AND ZONING COMMISSION OF THE CITY OF CRYSTAL LAKE

IN THE MATTER OF THE
APPLICATION OF
Home of the Sparrow, Inc., as
Owner,
and Home State Bank N.A., as
Trustee under Trust No. 6232, as
Contract Purchaser

LEGAL NOTICE

Notice is hereby given in compliance with the Unified Development Ordinance of the City of Crystal Lake, Illinois, that a public hearing will be held before the Planning and Zoning Commission of the City of Crystal Lake upon the application of Home of the Sparrow, Inc. as Owner, and Home State Bank N.A., as Trustee under Trust No. 6232, as Contract Purchaser, relating to the following described real estate (the "Subject Property"):

LOT 33 IN LAKEWOOD MANOR, A
SUBDIVISION OF PART OF SECTION
1, TOWNSHIP 43 NORTH, RANGE
7 EAST OF THE THIRD PRINCIPAL
MERIDIAN, IN MCHENRY COUNTY,
ILLINOIS.

PIN: 18-01-326-011

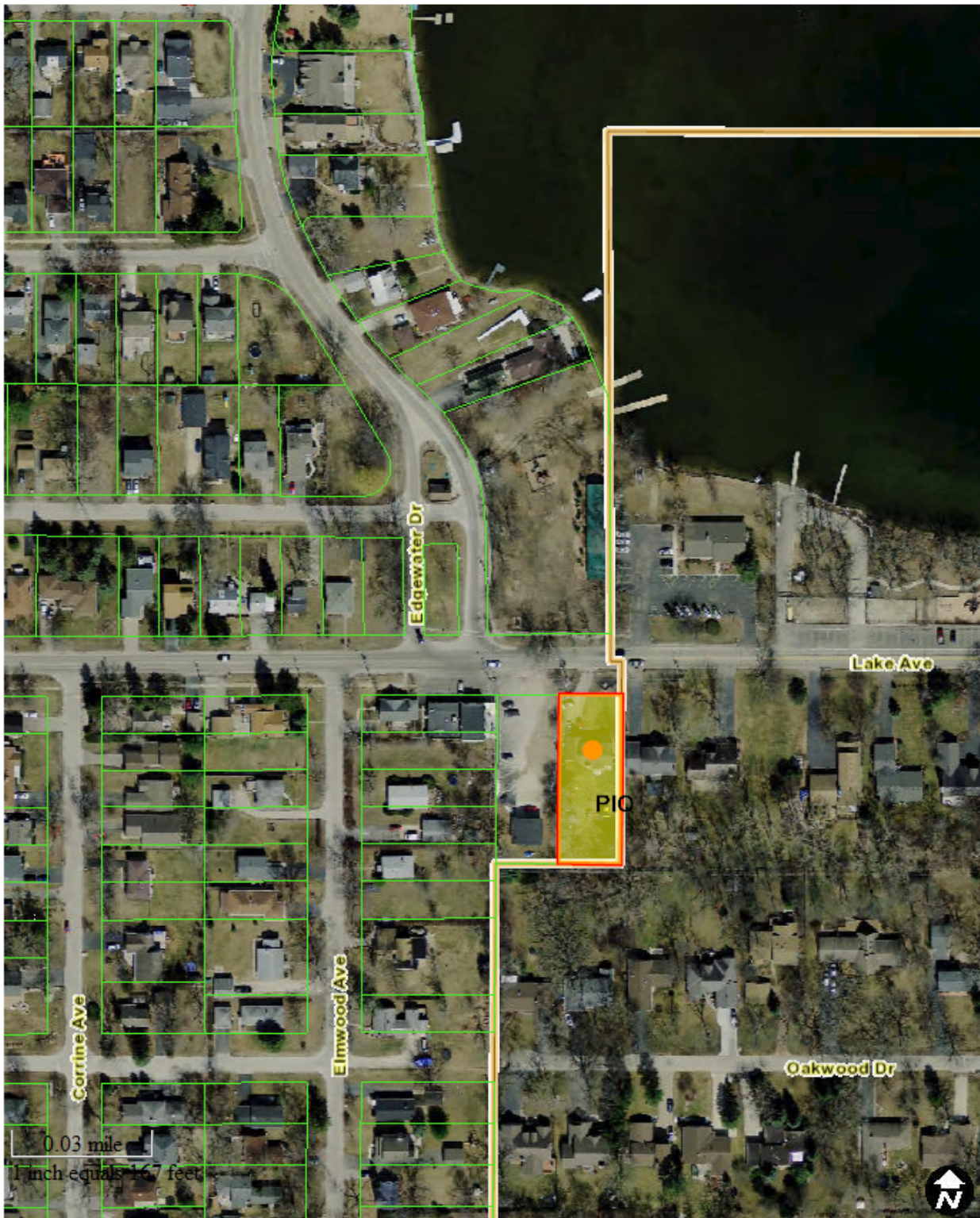
Commonly known as 1291 North
Avenue, Crystal Lake, Illinois.

This application is filed for the purpose of requesting an amendment to the Special Use Permit for an Institutional Use granted by Ordinance No. 4092, and Amended by Ordinance No. 6410, pursuant to the requirements of Section 9-200D of the Crystal Lake Unified Development Ordinance, and for such other variances that may be required for the proposed use to be located at the Subject Property.

A public hearing before the Planning and Zoning Commission regarding this request will be held at 7:30 p.m. on June 15, 2016, at the City of Crystal Lake City Hall, 100 West Woodstock Street, at which time and place any person desiring to be heard may be present.

Thomas Hayden, Chair
Planning and Zoning
Commission
City of Crystal Lake

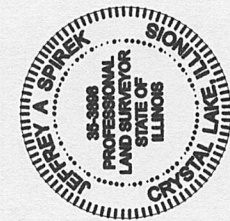
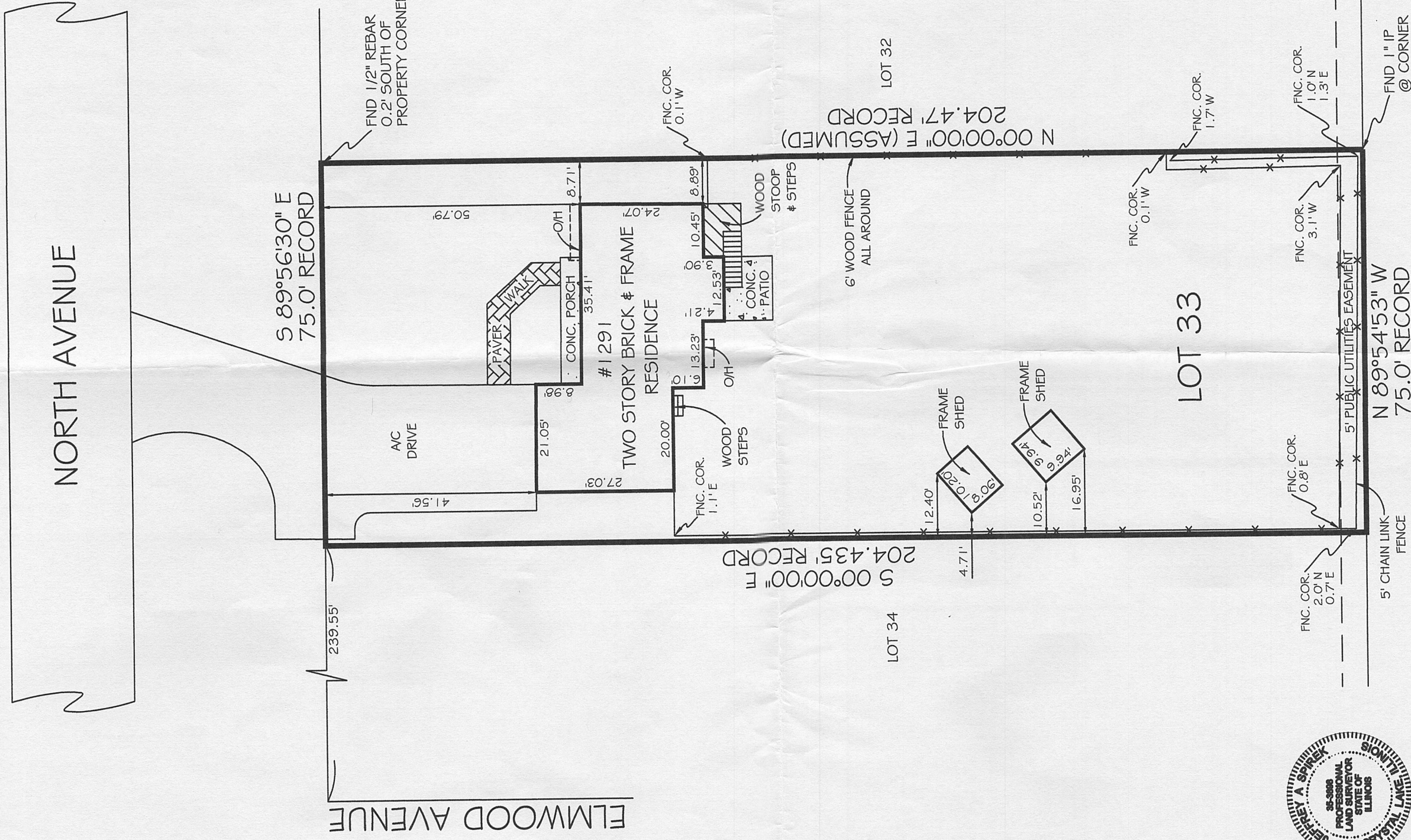
(Published in the Northwest Herald
May 29, 2016) 1192125



Map created on June 9, 2016.
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Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

PLAT OF SURVEY

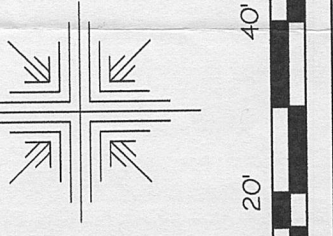
LEGAL DESCRIPTION: LOT 33 IN BLOCK 1 IN LAKEWOOD MANOR, BEING A SUBDIVISION OF THE NORTH HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 43 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 16, 1955 AS DOCUMENT 301375 IN BOOK 12 OF PLATS, PAGE 59, IN MCHENRY COUNTY, ILLINOIS.



THIS DOCUMENT IS NOT VALID WITHOUT THE SURVEYOR'S SEAL.
 STATE OF ILLINOIS } 55
 COUNTY OF MCHENRY }
 THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. COMPARE THE DESCRIPTION ON THIS PLAT WITH YOUR DEED, AND AT ONCE REPORT ANY DISCREPANCIES TO THE SURVEYOR. THIS SURVEY WAS CONDUCTED USING THE FOLLOWING METHODS AND EQUIPMENT: GPS SURVEYING, TOTAL STATION, AND ELECTRONIC LEVEL. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF. BEARINGS AS SHOWN ARE ASSUMED AND ARE SO INDICATED FOR INTERIOR ANGLES ONLY.
 DATED THIS 31st DAY OF JUNE, 2016, A.D. 2016
 SHAWN J. SPINK
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3988
 REGISTERED AGENT FOR LUCO CONSTRUCTION CO.
 LICENSE TO BE RENEWED NOVEMBER 30, 2016
 COMPARE THE DESCRIPTION OF THE PLAT WITH DEED. REFER TO THE PUBLIC RECORD FOR ITEMS OF RECORD NOT SHOWN. NOTED UTILITIES WITHIN EASEMENTS ARE NOT SHOWN HEREON. UNDERGROUND UTILITIES, INCLUDING, BUT NOT LIMITED TO, CONDUITS AND CABLES (IF ANY) HAVE NOT BEEN SHOWN HEREON.

LEGEND

—	FENCE
—	CONCRETE
—	WOOD
—	BRICK
—	PAVERS



LUCO CONSTRUCTION CO.	
PROFESSIONAL DESIGN FIRM NO. 184.004823	54 LOU STREET CRYSTAL LAKE, IL 60014 815-526-3974 815-526-3994 fax
CLIENT NAME: ZANCK, COEN	PROJECT NO. 16-39632
CLIENT REFERENCE: HOME OF THE SPARROW	DRAWN BY: LAT
FIELD WORK COMPLETED: 06-01-16	DATE:



AN ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE PERMIT
AT 1291 NORTH AVENUE

WHEREAS, pursuant to the terms of a Petition (File #2008-53) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of an Amendment to a Special Use Permit to allow conversion of the garage to office and gathering space for the property located at 1291 North Avenue, Crystal Lake, Illinois; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That an Amendment to the Special Use Permit be issued to allow the conversion of the garage to office and gathering space for the property commonly known as 1291 North Avenue, Crystal Lake, Illinois.

Section II: Said Amendment to the Special Use is issued with the following conditions:

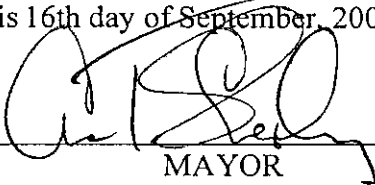
1. Approved plan, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (Home of the Sparrow Inc., received 08/08/08).
 - B. Plat of Survey (Howard A. Meadows, Inc., dated 8/22/95, received 08/08/08).
 - C. Floor Plan (John M. Behrens, Architect, dated 4/10/08, received 08/08/08).
2. Conditions of Ordinance #4092 shall remain in effect except for #5 which has been modified by this petition.
3. The petitioner shall address all of the review comments of Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a

Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATED at Crystal Lake, Illinois, this 16th day of September, 2008.



MAYOR

ATTEST:



CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

ORDINANCE NO. 4092
FILE NO. 440

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATIONS
AT 1291 NORTH AVENUE

WHEREAS, pursuant to the terms of a Petition (File #97-56) before the Crystal Lake Zoning Board of Appeals, the Petitioner has requested the issuance of a Special Use Permit to allow an Institutional Use for the property located at 1291 North Avenue; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That a Special Use Permit be issued to allow an Institutional Use for the property legally described as follows:

Lot 31 in Lakewood Manor, a subdivision of part of Section 1, Township 43 North, Range 7 East of the Third Principal Meridian, McHenry County, Illinois.

commonly known as 1291 North Avenue, Crystal Lake, Illinois.

SECTION II: Said Special Use is issued with the following conditions:

1. The Special Use Permit is approved for Home of the Sparrow and its activities for up to 14 residents. If the use changes, the Special Use Permit would be rendered invalid, and the property should revert back to residential use or a new permit should be requested as necessary.
2. Should the City receive complaints, or if the Zoning Enforcement Officer feels it is necessary, the petitioner is responsible for providing further screening for the proposed use.
3. If the use intensifies beyond what is described in the information submitted for this petition as determined by the Zoning Administrator, the petitioner may be required to have their permit re-reviewed by the City Council.
4. The petitioner shall address all comments of the Building, Fire/Rescue and Planning Departments.
5. The garage shall be used for parking and not for storage. Four parking spaces are permitted. If any additional parking spaces are needed, the request is to be reviewed for approval by the City Council.
6. The exterior of the home and yard shall be maintained as is, other than improvements with the approval of the City Staff.

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

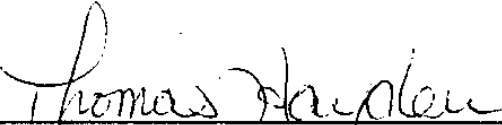
AYES: 3

NAYS: 1

ABSENT: 0

RECUSED: 1
PASSED this 7th day of October, 1997.

APPROVED by me this 7th day of October, 1997.



MAYOR PRO-TEMPORE

ATTEST:



CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.