



**STEERING COMMITTEE MEETING #3**

Mon, January 25, 2021, 5:00 pm

*Public comments received by email or in writing by the Community Development Director prior to 5:00 pm on the day of the meeting were welcome on any topic. Public comments or testimony were also allowed during the electronic meeting using the Zoom Meeting ID and Access Code that was posted on the Village's website at least 2 hours before the meeting. The meeting was conducted electronically via Zoom due to the ongoing public health emergency and consistent with the Governor's most recent emergency declaration, various Executive Orders entered by the Governor, and the recent amendments made to the Open Meetings Act in Public Act 101-640.*

**MEETING MINUTES**

Virtual Zoom Meeting

1. **Call to Order:** The Regular Meeting of the Village of Riverside TOD Supportive Zoning Code Update Steering Committee was held on Monday, January 25, 2021, electronically via Zoom. Chairperson Mateo called the Regular Meeting to order at 5:03 pm.

2. **Roll Call:**

Present: Chairperson Jill Mateo  
Committee Member Jeff Cermak  
Committee Member Doug Pollock

Absent: Committee Member Jennifer Henaghan

Also Present: Community Development Director Sonya Abt

Also on the Meeting: Planning Consultant Todd Vanadilok, Egret & Ox Planning  
Planning Consultant Konstantine Savoy, Savoy Consulting Group  
Senior Planner Alex Devlin, RTA

3. **Approval of Meeting Minutes:** TOD Supportive Zoning Code Update Steering Committee Regular Meeting minutes of August 6, 2020, and December 14, 2020. Committee Member Pollock made a motion to approve the minutes. Chairperson Mateo seconded the motion.

**AYES:** Cermak, Pollock, Mateo.

**NAYS:** None.

**Motion passed.**



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4. **Discussion:** Consultant Vanadilok led the Steering Committee through a discussion of key zoning issues that impact the Central Business District and Harlem Avenue Corridor, particularly with respect to improving walkability and supporting transit. This was a continuation of the discussion from the previous meeting on December 14, 2020, which covered the following issues:

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- **Height**
- **Yards, Setbacks, and Bulk Standards**
- **Parking**

Discussion of each zoning issue was prefaced with: (1) the significance of the issue; (2) things to consider, such as existing zoning standards and other current or future conditions; and (3) discussion questions to prompt discussion.

- **Transit-Supportive Zoning**
  - **Significance:** Updating the Zoning Code to be more transit-supportive enables the Village to advance smart growth principles in the CBD, Harlem Avenue, and across the community, particularly supporting mixed use development in a compact, walkable environment that:
    - › Boosts transit ridership
    - › Allows for transportation choice
    - › Diversifies housing options
    - › Creates jobs
    - › Protects open space
  - **Metra Commuter Rail Service:**
    - › **Central Business District:** The Riverside Metra Station is the only transit facility in the CBD, which has developed over time as a transit-supportive environment
    - › **Harlem Avenue:** Even though it is located in neighboring Berwyn, the Berwyn Metra Station serves the Harlem Avenue Corridor and commuters traveling to and from Riverside; transit-supportive and pedestrian-/bicycle-friendly measures can be enhanced along Harlem Avenue, which has historically developed as an auto-oriented corridor

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- **Pace Bus Service:**
  - > **Central Business District:** No bus service
  - > **Harlem Avenue:** Served by the Pace #302 and #307 Bus lines
    - Recognition that the Pace #302 Bus traverses along Harlem Avenue from Stanley Avenue (just north of the BNSF Metra Rail Line) southward to Ogden Avenue, and then runs westward along Ogden
    - Pace #307 Bus runs directly north to south along Harlem Avenue along Riverside's eastern boundary
    - Potential for local businesses and organizations to have ads at Pace bus stops and on buses; consideration of sign code impacts
    - Overview of Pace's Pulse bus rapid transit service proposed along Harlem Avenue, with enhanced bus station areas at 26<sup>th</sup> Street, Metra Station Area, and Ogden Avenue in Riverside
- **Existing Transit-Supportive Zoning Standards:** Proposed amendments to the Zoning Code will supplement existing transit-supportive standards, some of which relate to:
  - > Building placement to create a pedestrian-friendly street wall
  - > Building scale consistent with Pace's Transit Supportive Design Guidelines
  - > Parking facilities for alternative modes of transportation
  - > Shared parking
  - > Side- and rear-loaded garages
- **Purpose Statements:** Zoning district purpose statements will be revised to integrate more specific terms that advance the Village's commitment to being more transit-supportive
- **TOD Overlay District:**
  - > **Central Business District:** A TOD Overlay District does not seem necessary in the CBD since the B2 zoning sub-districts (B2, B2-MU Mixed Use, B2-PU Public Use, B2-RC Retail Core) generally cover the CBD only and thus serve as a de facto overlay district
  - > **Harlem Avenue:** There is potential to consider creating a TOD Overlay District along the Harlem Avenue Corridor, perhaps with a third B1 zoning sub-district around the BNSF Metra Rail Line acting as such an overlay district (Harlem Avenue is already covered by the B1-C Commercial and B1-TC Transitional Commercial zoning sub-districts)



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- **Transit-Supportive Land Uses:** The permitted use lists in the Zoning Code may be amended to consider certain uses that generate jobs and residents, which are key to providing a daytime population and around-the-clock population, respectively, to support businesses, services, and other activities in the CBD and along Harlem Avenue
  - > **Employment-generating uses**
    - Home business occupations
    - Live/work spaces
    - Coworking spaces
    - Offices
  - > **Resident-generating uses**
    - Diverse housing options beyond apartments and condos
    - Accessory dwelling units (ADUs)
    - Missing Middle housing (e.g., duplexes, multiplexes, townhouses)
  - > **Accessory dwelling units (ADUs):**
    - ADUs should be discussed at the Village Board level
    - ADUs are becoming more prevalent, with communities in the Chicago region updating their zoning codes to allow for ADUs to varying extents (these will be researched to serve as potential best practices to model for Riverside's Zoning Code)
    - There has been some discussion about ADUs, particularly making areas above garages to be more habitable (but not necessarily a livable dwelling unit) to accommodate home office with many people working from home during the pandemic
    - This could also take the form of an addition or expansion onto the house or garage
    - However, there is little appetite to add vertically, such as a second story, which would conflict with and lead to amendments to bulk regulations
    - Preference is to only allow for additions or expansions within existing regulations for office areas, plus the potential for a bathroom
    - Area above a garage can be used for storage, but living spaces are currently not allowed (exception is landmarked coach houses, which are allowed to have a second dwelling unit above the garage)





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- Officials would like to discourage having rentable dwelling units in the back or side yard, in addition to the principal dwelling unit
- Community may have limited inclination to provide for ADUs, other than what's allowed for historic coach houses
- Home businesses are currently under discussion by the Village Board and Planning and Zoning Commission in terms of what is acceptable and unacceptable (likely to be little relaxation on existing standards)
- › **Missing Middle**
  - Could be acceptable in the right locations, such as the Quincy and Burlington corridors and near the railroad tracks near Harlem Avenue
  - Some duplexes are built to look like regular single-family homes
  - Realtors speak to the potential need for Missing Middle housing, particularly for residents who are retiring and looking to downsize to smaller homes in Riverside; limitations on buildings with elevator access or convenient parking located close to their units
  - Housing options like Missing Middle, condos, apartments, etc. should cater not only to young professional and families, but also for the aging Boomer generation
- **Potential Incentives**
  - **Significance:** Incentives provide capacity for negotiation with developers to gain desired amenities (e.g., open space, pedestrian/bike/transit amenities, parking elsewhere in a district, etc.) in exchange for aspects that may help advance the development (e.g., density bonus, reduced parking, etc.)
  - **Typical incentives:**
    - › Height
    - › FAR or density
    - › Open space
    - › Bike/pedestrian amenities
    - › Permit fee reductions
    - › Reduced or shared parking





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- Section 10-8-8(B) of the current Zoning Code defines payment in lieu of parking, in which a developer who may have hinderances to providing parking may instead pay into a fund that can be used to provide parking elsewhere in the Village
  - The Planning and Zoning Commission has discussed many of these incentives when updating the PUD Ordinance (example: more height in exchange for an amenity that would enhance the project or further a Village goal, such as greater open space or high quality design)
  - Since some of these incentives have been applied in the context of PUDs, adding them to the Zoning Code could demonstrate to prospective developers that such incentives could be available and show the Village's willingness to balance amenities and features that make for high quality developments
  - Height incentives is a sensitive issue in Riverside; perhaps the minimum and maximum height limits would help to inhibit the attraction of using height as an incentive
  - Permit fee reductions would need to be a Village Board policy decision; some fees had been waived in the past or as a one-off decision, such as a development agreement with a specific business or within a certain timeframe meeting specific Village requirements
  - Other potential incentives could be considered, with some having been used in the past
- **Other Issues**
- Other zoning issues that will be assessed as part of proposed Zoning Code amendments:
    - > Procedural matters (e.g., development review and entitlement process)
    - > Schools and churches
    - > Lighting
    - > Outdoor seating
    - > Outdoor displays
    - > Accessory structures
    - > Signage (e.g., window displays, wayfinding)
    - > Building design standards
    - > Landscaping
  - **Lighting:** Village Board would like staff and the Planning and Zoning Commission to look more closely at impacts of LEDs, including regulations on glare, cutoffs, maximum illumination, etc.



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- **Freestanding Canopies:** The Zoning Code address signage on canopies, but not so much on freestanding canopies in commercial areas, including setbacks, allowable encroachments, etc., specifically in drive thrus and gas stations that have canopies
- **Lodging:** Potential to attract any lodging or hospitality uses
  - > Vacation rentals are presently allowed as special uses in commercial zoning districts, but not in residential districts (restrictions on vacation rentals – e.g., maximum # of guests based on # of bedrooms – have been tightened up over time based on past issues)
  - > No new permits for vacation rentals since restrictions were tightened
  - > Some vacation rental interest from larger historic homes
  - > Bed and breakfasts are allowed in residential districts as a special use
  - > Commercial-oriented hospitality (e.g., upscale lodging, conference or special event spaces, short-term stay, etc.) use may be worth considering in the CBD

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5. **Public Comment:** Aberdeen Marsh-Ozga was the only member of the general public in attendance. Ms. Marsh-Ozga shared her comments about creating a “consistent positive impression of Riverside” along the railroad, including ensuring the side of development sites facing the train is built up nice like the sides facing the street. A unified character should also be pursued, particularly with respect to signs, lighting, and other design elements.

6. **Next Steps:** Next steps in the project include:

- Prepare initial set of proposed Zoning Code amendments
- Review draft Zoning Code amendments w/ Steering Committee
- Review draft Zoning Code amendments w/ Village Board

7. **Adjourn:** Chairperson Mateo asked for a motion and second to adjourn the Regular Meeting. Committee Member Pollock made a motion to adjourn. Committee Member Cermak seconded.

**AYES:** Cermak, Pollock, Mateo.

**NAYES:** None.

**Motion passed.**

Meeting adjourned at 6:01 pm.



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