

**STAFF REPORT**

**2019-49P: Parking Determination**

Community Development Department

Council Chambers, 7:30 PM, February 6, 2020

To: Paul Luke, Chairman, Skokie Plan Commission  
From: Matt Brandmeyer, AICP, Community Development Director  
Case: **2019-49P: Parking Determination**  
Ateres Ayala Community Center  
3412 Touhy Avenue

Related Cases – 2019-47P: Zoning Map Amendment  
2019-48P: Site Plan Approval  
2019-50P: Special Use

General Information	
<i>Petitioner</i>	Ateres Ayala Community Center
<i>Purpose</i>	A parking determination for a civic, social, and fraternal organization use in a B2 Commercial zoning district at 3412 Touhy Avenue.

**PETITIONER’S SUBMITTAL**

Ateres Ayala Community Center is requesting to operate a cultural center as a *civic, social, and fraternal organization* (2019-50P) at 3412 Touhy Avenue. The off-street vehicle parking requirement for cultural centers are determined by the Plan Commission. Staff determined that the use of the building based on the floor plans are best described as a banquet facility and a lecture space. The banquet facility component of the proposal is evaluated as a restaurant which requires 10 parking space for every 1,000 square feet of space, and lecture spaces are calculated as 1 parking space for every 3 seats.

KLOA completed a parking evaluation for the proposed facility and submitted a memorandum with this case, with a revision date of October 17, 2019. In that report the consultant states:

This memorandum presents the findings and recommendations of a parking evaluation conducted by Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA, Inc.) for the proposed community center/banquet facility to be located at 3412 West Touhy Avenue in Skokie, Illinois and to be known as the Ateres Ayala Community Center. The site is part of a multi-tenant building. As proposed, the southern end of the multi-tenant building will be redeveloped with a Jewish community center including a banquet facility with a maximum occupancy of 700 people. Parking is proposed to be provided within the parking areas serving the existing multi-tenant building. As will be demonstrated in the evaluation, the site provides more than adequate parking for the regularly anticipated events utilizing the entire Community Center. With planned valet parking it can also accommodate the maximum sized events, which may occur once or twice a year, that are possible given the Community Center’s square footage.

The Ateres Ayala Community Center will be generally used for the following activities:

- Kosher wedding receptions
- Bar and Bat Mitzvahs
- Seminars and lectures

Note that due to the significantly lower parking usage for non-banquet events, which can easily be handled with existing parking, we have only addressed the peak demand for when the Community Center is used as a Banquet Facility, the use anticipated when the Village drafted the parking standards for the space.

The memorandum concluded the required parking for the facility for 525 occupants is projected to be 192 off-street vehicle parking spaces. The full memorandum is attached.

### **STAFF ANALYSIS**

Staff has reviewed the petitioner's parking study. The proposal was evaluated based on the function of the different spaces as shown on the floor plan dated September 18, 2019 and took into consideration KLOA's analysis.

Staff's analysis considered 3 different scenarios:

1. With a banquet and a lecture occurring at the same time
2. Banquet event only
3. Lecture only

According to staff's calculations, if both the banquet and lecture areas were used at the same time, a total of 430 parking spaces would be required. If just the banquet area was used, 283 parking spaces would be required. If just the lecture area was used, 147 parking spaces would be required.

The site has a total of 192 parking spaces with 55 spaces required for the other tenants, which leaves 137 spaces available for the cultural center. Based on staff's calculations, a parking shortage exists under each scenario based on the Village's requirement. As a result, the applicant would need to request relief from several items in the code.

The applicant has asked staff to consider that the tenants in the building operate at different times of the day. Since most events will take place during weeknights and weekends and the other tenants operate on weekdays, the parking necessary for the other tenants (55 spaces) could be used for the banquet facility. The Zoning Ordinance has a prohibition for "collective use of parking spaces" as per Section 118-211 of the Zoning Code. The applicant would need to request relief from this item in the code.

Regarding the number of spaces required for the banquet facility, the applicant is requesting relief from Section 118-218 of the Zoning Ordinance by evaluating the land use on an occupancy basis instead of the square footage calculation. Instead of using the square footage, the applicant requests the parking requirements are determined as 2.75 spaces per guest.

With the 2.75 figure in mind, for events during weekdays when 137 spaces are available, the site can accommodate 376 guests. During nights and weekends when all 192 spaces can be utilized, the maximum occupancy will be 528 guests.

Staff evaluated this request by reviewing the parking requirements of 20 nearby municipalities. For banquet facilities and event spaces, most places required 1 space for every 3 or 4 seats. Similar to the Village, two cities calculated the requirements at 10 spaces for every 1,000 ft<sup>2</sup>. Notably one city considered 1 space for every 3 seats plus an additional space for each employee. With this in consideration, the 2.75 figure is in line with the standards for other places and includes an increment for employee parking.

Based on the floor plan, the maximum occupancy is around 750 guests. To accomplish this the applicant will need to provide an additional 81 parking spaces to accommodate another 222 guests. The applicant is proposing to use either valet parking or off-site parking. The applicant proposes to provide valet service that will better utilize the parking lot by allowing vehicles to be parked in the drive aisles and outside dimensional requirements for parking spaces.

In order to achieve this, the applicant is requesting relief from Section 118-206(d) which prohibits parking in drive aisles and Section 118-212 which specifies parking design standards. Staff will recommend a condition that requires the submittal of an operations plan for valet parking, which shows parking spaces, access and circulation, and any temporary fencing or directional signs. The plan will need the Village's approval prior to the issuance of occupancy permits.

The applicant is preliminarily proposing a valet plan that provides up to 60 additional spaces. If this can be accomplished, the maximum occupancy, with the utilization of all spaces on the lot and the addition of valet parking, is 693 guests.

Lastly, if the applicant chooses to utilize off-site parking to accommodate guests, Section 118-207 requires the placement of a covenant on the property. Since the applicant anticipates needing to use off-site parking a few times a year, they request allowing them to execute a parking agreement that will temporarily provide extra parking instead of a covenant that permanently reserves parking.

If relief is granted from this requirement, staff recommends a condition that requires the submittal of the agreement prior to issuance of occupancy permits. If the applicant fails to provide an off-site parking agreement, the maximum occupancy will be capped at the 2.75 rate and based on the number of spaces available with or without valet parking.

## **STAFF RECOMMENDATION**

Staff recommends that the Plan Commission determine that the parking requirement for Ateres Ayala Community Center at 3412 Touhy Avenue is 1 parking space for every 2.75 seats of occupancy with conditions of approval and items for relief identified in this report which are listed in the special use permit and site plan reports.

## **ATTACHMENT**

Memorandum to Shua Hoffman, Ateres Ayala from Javier Millan, Senior Consultant, KLOA, dated July 9, 2019 – Revised October 17, 2019.

Parking Analysis Worksheet for 3412 Touhy Ave., dated January 7, 2019, from the Engineering Division.

MEMORANDUM TO: Shua Hoffman  
Ateres Ayala

FROM: Javier Millan  
Senior Consultant

Luay R. Aboona, P.E., PTOE  
Principal

DATE: July 9, 2019 – Revised October 17, 2019

SUBJECT: Parking Evaluation  
Proposed Community Center/Banquet Facility  
Skokie, Illinois

This memorandum presents the findings and recommendations of a parking evaluation conducted by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for the proposed community center/banquet facility to be located at 3412 West Touhy Avenue in Skokie, Illinois and to be known as the Ateres Ayala Community Center. The site is part of a multi-tenant building. As proposed, the southern end of the multi-tenant building will be redeveloped with a Jewish community center including a banquet facility with a maximum occupancy of 700 people. Parking is proposed to be provided within the parking areas serving the existing multi-tenant building. As will be demonstrated in the evaluation, the site provides more than adequate parking for the regularly anticipated events utilizing the entire Community Center. With planned valet parking it can also accommodate the maximum sized events, which may occur once or twice a year, that are possible given the Community Center's square footage.

The Ateres Ayala Community Center will be generally used for the following activities:

- Kosher wedding receptions
- Bar and Bat Mitzvahs
- Seminars and lectures

Note that due to the significantly lower parking usage for non-banquet events, which can easily be handled with existing parking, we have only addressed the peak demand for when the Community Center is used as a Banquet Facility, the use anticipated when the Village drafted the parking standards for the space.

The purpose of this parking study is to determine the adequacy of the parking supply in meeting the parking needs of the proposed Community Center. In order to do that, the following tasks were undertaken:

- Parking occupancy surveys of the parking fields on Wednesday, December 19, 2018 from 4:00 to 6:00 P.M. and on Saturday, December 22, 2018 from 6:00 P.M. to 9:00 P.M.
- Evaluation of existing conditions within the site to establish the adequacy of the current supply in meeting existing needs.
- Estimates of the parking demand of the proposed Community Center based on parking ratios per Village of Skokie code and KLOA, Inc.'s observations of other banquet facilities as it relates to vehicle occupancy.

## Existing Land Uses and Parking Requirements

The existing multi-tenant building, as confirmed by the Village of Skokie staff, contains the following tenants:

- Midwest Tropical
  - 50 percent warehousing – 8,210 net square feet
  - 50 percent light assembly – 8,210 net square feet
- Sethness Products
  - 75 percent warehouse – 10,490 net square feet
  - 25 percent manufacturing – 3,497 net square feet
- My Way Trading
  - 100 percent warehousing – 6,660 net square feet
- Marfa Cabinets
  - 50 percent warehousing – 4,382 net square feet
  - 50 percent light assembly – 4,382 net square feet

Based on the Village of Skokie Zoning Ordinance (§118-218(4)), the following are the parking requirements for each of the existing land uses:

- Warehousing: one parking space per 1,500 square feet
- Manufacturing: one parking space per 600 square feet

Given the above, the multi-tenant building should provide (not including the proposed banquet facility) approximately 47 off-street parking spaces.

## Proposed Banquet Facility Parking Requirement per Code

Based on discussions with the Village of Skokie staff, staff has confirmed that the Village of Skokie Zoning Ordinance indicates that off-street parking for a banquet facility should be provided at a rate of one space per 100 square feet of net floor area. Based on the plan prepared by BR Design and Architecture, the banquet facility will have a net square footage of approximately 23,225 square feet (not including kitchen, hallways, storage rooms, and mechanical rooms).

However, it is important to note that the only areas that will be used for guests during an event (i.e. wedding reception, seminar, etc.) would be the ballroom area which is 11,095 square feet in size and, while typically it would only be used for event guests simultaneously using the Ballroom Area (e.g. for a reception before the meal, if needed, the smaller multi-purpose room which is 4,088 square feet. The other rooms within the facility such as men's reception, bride's family room, bathrooms, etc. are amenities that are provided for the convenience of the same people that will be occupy the ballroom and/or the smaller multi-purpose room. As such, the proposed banquet facility, assuming the use of the ballroom and the smaller multi-purpose room concurrently, should provide 152 parking spaces (15,183/100). Therefore and based on the Village of Skokie code, the multi-tenant building (inclusive of the proposed banquet facility) should provide a total of 199 parking spaces (152 + 47).

Based on a review of Sheet sk1a of the site plan prepared by BR Design and Architecture, the parking area surrounding the building will be restriped following all code requirements thus providing a total of 192 parking spaces. Although this is short of meeting the required number of off-street parking spaces by seven (7) stalls, it is important to note that the facility events will typically occur between 6:00 P.M. and 11:00 P.M. when the adjacent businesses are closed, and the uses that make use of the entire square footage of the space with the maximum capacity of attendees will be accompanied by valet service, which will allow for an increased number of parking spaces.

## Proposed Banquet Operations

As proposed, the plans call for developing the existing southern storefront of the multi-tenant office building with a community center/banquet hall. The facility will have a maximum capacity of 700 occupants. However, based on information provided by the operator, the maximum of 700 occupants will only occur once or twice a year with typical events consisting of less than 400 occupants. Lastly and as previously indicated, events held at the facility will typically occur between 6:00 P.M and 11:00 P.M. when the adjacent businesses are closed.

## Proposed Banquet Facility Parking Needs

In order to determine the existing parking demand within the multi-tenant building, parking occupancy surveys were conducted at the existing parking lots on Wednesday, December 19, 2018 and Saturday, December 22, 2018. The counts were conducted in half-hour intervals from 4:00 P.M. to 6:00 P.M. on Wednesday and 6:00 P.M. to 9:00 P.M. on Saturday. The parking area adjacent to the building was divided into three areas as illustrated in **Figure 1** (see Appendix). The parking occupancy surveys are summarized in **Tables A1 and A2** (included in the Appendix). As can be seen, the parking demand in the adjacent parking areas diminishes significantly after 4:00 P.M., thus providing good synergy between land uses given that the banquet hall activities do not start until 6:00 P.M.

As previously indicated, the Village of Skokie Off-Street Parking Requirements indicates that the proposed facility should provide one space for every 100 net square feet thus requiring 232 parking spaces in addition to the 55 parking spaces required for the other businesses. However, based on KLOA, Inc.'s past experience with banquet facilities, the typical vehicle occupancy (on average) is 2.5 people per vehicle and approximately 10 percent of attendees utilize other means of transportation (taxi, Uber, Lyft, etc.). As such, **Table 1** shows the anticipated peak parking demand of the banquet facility under various occupancy scenarios.

Table 1  
ESIMATED PEAK PARKING DEMAND

<b>Attendance/Occupancy</b>	<b>Estimated Parking Demand</b>
400	144
450	162
500	180
525	189
550	198
600	216
625	225
650	234
675	243
700	252

As can be seen, the proposed number of parking spaces within the site (192) can accommodate an event with up to 525 occupants without impacting the existing businesses or having to utilize valet parking. It should be noted that when there is a large event and typical of many other venues, the banquet facility will utilize a valet service. Based on a preliminary plan prepared by BR Design and Architecture, the provision of a valet service could increase the number of parking spaces on the west side of the building by approximately 33 additional parking spaces bringing the total to 225 parking spaces. Furthermore, and if needed, the valet operator could park additional vehicles on the northwest farthest drive aisle with an additional 28 spaces. Therefore the number of parking spaces can easily accommodate the projected parking demand of most regular events and that of an event with 700 attendees without utilizing other businesses adjacent parking lots.

## Conclusion

Based on the preceding evaluation, the proposed parking supply of 192 parking spaces assuming the proposed restriping of the west parking lot will be adequate in accommodating the peak parking needs of most activities that will be held at the proposed banquet facility. When larger events (over 525 attendees) are being held, a valet service will be utilized in order to accommodate all of their parking demand within the parking fields serving the community center/banquet facility.

# Appendix



**Parking Occupancy Areas**

**Figure 1**





**PARKING ANALYSIS WORKSHEET**  
3412 Touhy Avenue  
1/7/2019  
**PARKING DETERMINATION CASE 2019-49P**

**Proposed Zone: B2**

	Tenant / Business	Address / Suite	Use	Gross Area (SF)	Deductions (SF)	*Net Area (SF)	RATIO	Parking Required	Parking Provided
1	Ateras Ayala Inc	3412	Banquet	31,093	2,566	28,290	1/100	282.9	
	Ateras Ayala Inc	3412	Theater (live performance)	440 seats (per floor plan dated 9-18-2019)		440	1/3	146.7	
								<b>430.0</b>	192

	Tenant / Business	Address / Suite	Use	Gross Area (SF)	Deductions (SF)	*Net Area (SF)	RATIO	Parking Required	Parking Provided
2	Ateras Ayala Inc	3412	Banquet	31,093	2,566	28,290	1/100	282.9	
								<b>283.0</b>	192

	Tenant / Business	Address / Suite	Use	Gross Area (SF)	Deductions (SF)	*Net Area (SF)	RATIO	Parking Required	Parking Provided
3	Ateras Ayala Inc	3412	Theater (live performance)	440 seats (per floor plan dated 9-18-2019)		440	1/3	146.7	
								<b>147.0</b>	192

\* Floor area, net, when prescribed as the basis of measurement for off-street parking and loading spaces for any use, shall be the sum of the gross horizontal area of the basement, and all other floors, excluding hallways, stairways, elevator shafts, boiler and air conditioning equipment rooms, or areas used for off-street parking facilities. All horizontal dimensions shall be taken from the exterior faces of the exterior walls, or from the centerlines of walls separating 2 buildings.

**NOTE:**

Provide Req. Minimum Nr. of Accessible Spaces = 7 9  
 Provide Required Bicycle Parking Spaces = 22 (5% office, retail, etc.; 10% recreational; 10% students)  
 Required Loading Spaces = 1 (118-220 table for industrial district)

**COMMENTS:**

Parking Determination Case 2019-49P: Proposed Community Center was evaluated per function of space. Parking evaluation conducted by KLOA (dated July 9, 2019 - Revised October 17, 2019) stated the community center will be generally used for wedding receptions/Bar and Bat Mitzvahs and Seminars/Lectures. Per Section 118-218 (4), Banquet facilities are considered food establishments: full service restaurant where the parking requirement is 1 parking space for each 100 sf of net floor area. Per section 118-218 (3), Theater, dance, music establishments (live performance) has a parking requirement of 1 parking space for each 3 seats.

KSM