



PLANNING & ZONING COMMISSION

TO: City of Peoria Planning & Zoning Commission
FROM: Development Review Board (prepared by Kerilyn Weick)
DATE: December 3, 2020
CASE NO: PZ 167-2020

REQUEST: Hold a Public Hearing and forward a recommendation to the City Council on the request of Jason McMeen, on behalf of St. Paul's Episcopal Church, to amend an existing Special Use Ordinance No. 10,086, as amended, in a Class R-3 (Single Family Residential) District, for Church Facilities to include a Commissary Kitchen and School for the Arts for the property located at 3601 N. North Street (Parcel Identification Numbers 14-28-301-003 and 14-28-301-008), Peoria, IL. (Council District 2)

SUMMARY OF PROPOSAL & REQUESTED WAIVERS

The petitioner is requesting to amend an existing special use for church facilities to include a Commissary Kitchen and a School for the Arts. The existing special use permits a church and affiliated accessory uses. The amendment would allow two additional uses, independent of church operations and services.

Commissary Kitchen: a request to use the existing kitchen facility to prepare pre-ordered meals for retail sale which are picked-up or delivered. Meals are not consumed on the property. The use may require one, weekly delivery of ingredients. Customers pre-order the meals online. Meals are prepared by two operators on Friday and Saturday, generally 10 AM to 7 PM. Meals are picked-up Sunday from 1-3 PM or delivered later that day.

School for the Arts: a request to use 14 existing rooms in the church building for creating and teaching art or similar activities. Access is allowed Sunday 12-11 PM and Monday to Saturday 6 AM–11 PM. Current art forms consist of acrylic paint, ink/oil paint, screen printing, jewelry, embroidery, sewing, photography, web design, and abstract art.

The proposal is further described as follows:

Development Item	Applicant Proposal	Applicant Waiver Request & Justification	DRB Comment
Building & Life Safety	N/A		<p>Artists studios constitute a Change of Occupancy. Compliance with Fire Separation Requirements is required for a Certificate of Occupancy.</p> <p>Add a condition that the School for the Arts shall not store or use materials which exceed the limits allowed by a B (Business) Occupancy.</p> <p>Oil based paint, acrylic paint, and solvents shall not be disposed down the drain. Add a condition that for each sink, made available to the School For The Arts, place a well visible sign stating "DO NOT DUMP PAINT AND SOLVENTS DOWN THE DRAIN".</p>

Development Item	Applicant Proposal	Applicant Waiver Request & Justification	DRB Comment
Health & Food Safety	The operator of the commissary kitchen has obtained her Food Safety License from the Peoria City/County Health Department		Health Department has issued a Food Safety License to the commissary kitchen operator.
Parking	120 regular spaces/3 accessible 17 regular spaces/2 accessible		Each parking area must meet required ratio of accessible parking spaces. The parking lot with 120 spaces requires 2 more accessible parking spaces (5 total). All accessible parking spaces need to be properly marked. The total number of parking spaces could be reduced, if desired.
Access and Circulation	No change to existing conditions. School for the Arts entrance is nearest the largest parking lot. Commissary Kitchen meal pick-up is via lot closest to the kitchen entrance.		None
Landscaping	No change to existing conditions which includes shade trees throughout property.		None

BACKGROUND

Property Characteristics

The subject property consists of two parcels for a total of 4.58 acres and is currently developed as the St. Paul Episcopal Church facility. The property is zoned Class R-3 (Single-Family Residential) District. Surrounding zoning is Class R-3 (Single-Family Residential). Surrounding uses are residential. The property fronts War Memorial Drive but is accessed via W Florence Avenue and N North Street.

History

In 1977, Ordinance No 10,086 granted a special use in the R-1 (Single Family Residential) District to permit pre-school facilities at the existing church facility.

Date	Zoning
1931 - 1958	Not in City Limits
1958 - 1963	A (One Family Dwelling)
1963 - 1990	R1 (Low-Density Residential)
1990 - Present	R3 (Single-Family Residential)

DEVELOPMENT REVIEW BOARD ANALYSIS

The DRB examines each application against the appropriate standards found in the Code of the City of Peoria and/or in case law.

Standard	Standard Met per DRB Review	DRB Condition Request & Justification
No detriment to public health, safety, or general welfare	Yes	Condition that the commissary kitchen operator shall maintain a Food safety license.

Standard	Standard Met per DRB Review	DRB Condition Request & Justification
		Condition that the School for the Arts shall not store or use materials which exceed the limits allowed by a B (Business) Occupancy. Condition that on-site dining is not permitted.
No injury to other property nor diminishment to property values	Yes	Proposed uses will be within the existing building.
No impediment to orderly development	Yes	Proposed uses will be within the existing building.
Provides adequate facilities	Yes	Proposed uses will be within the existing building. Condition to update striping and markings for parking lot spaces. Condition to post signs above sinks.
Ingress/Egress measures designed to minimize traffic congestion	Yes	Existing facilities are sufficient for uses.
If a public use/service, then a public benefit	NA	
Conforms to all district regulations	Yes	None
Comprehensive Plan Critical Success Factors	Reinvest in Neighborhoods	
City Council Strategic Plan Goals	Great Neighborhoods with Character	

DEVELOPMENT REVIEW BOARD RECOMMENDATION

The Development Review Board recommends APPROVAL of the request with the following conditions:

1. School for the Arts may not store or use materials which exceed the limits allowed by a B (Business) Occupancy as defined by the building and fire safety codes adopted by the City of Peoria.
2. Each sink, made available to the School for the Arts users, shall have a well visible sign stating “Do Not Dump Paint and Solvents Down the Drain”.
3. On-site dining affiliated with the commissary kitchen is not permitted.
4. Commissary Kitchen operator must maintain Food Safety License from the Peoria City/County Health Department.
5. Repaint the striping for parking lot spaces.
6. Provide 1 accessible parking space per 25 standard parking spaces. Accessible parking spaces shall have markings and signs clearly visible pursuant to City of Peoria Code Appendix A, Section 8.1.5.E.

NOTE: If a City Code Requirement is not listed as a waiver, then it is a required component of the development. The applicant is responsible for meeting all applicable code requirements through all phases of the development.

ATTACHMENTS

1. Surrounding Zoning
2. Aerial Photo
3. Site Plans, Existing Conditions