

**CITY OF OAK FOREST**  
**COMMITTEE OF THE WHOLE**

**Tuesday, February 23, 2021**

**7:00 P.M.**

**City Council Chambers**

**AGENDA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. DISCUSSION OF PROPOSED RESIDENTIAL DRIVEWAY ZONING  
TEXT AMENDMENT**  
**PRESENTER: MIKE FORBES**
- 5. DISCUSSION OF PROPOSED ADDITIONAL REGULATION OF SECURITY SHUTTERS  
AND OTHER WINDOW & DOOR SECURITY DEVICES ON COMMERCIAL BUILDINGS**  
**PRESENTER: PAUL RUANE**
- 6. DISCUSSION REGARDING PERMANENT USE OF SHIPPING CONTAINERS FOR  
OUTDOOR STORAGE IN COMMERCIAL ZONING DISTRICTS**  
**PRESENTER: TRAVIS BANDSTRA**
- 7. CITIZENS PARTICIPATION**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
- 10. EXECUTIVE SESSION**
- 11. ADJOURNMENT**



ALL GOOD THINGS CLOSE TO HOME

# CITY COUNCIL AGENDA MEMO

**DATE:** FEBRUARY 18, 2021  
**TO:** MAYOR HENRY L. KUSPA, CITY COUNCIL  
TRAVIS BANDSTRA, DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT  
PAUL RUANE, COMMUNITY PLANNER  
**FROM:** MIKE FORBES, BUILDING COMMISSIONER  
**SUBJECT:** PROPOSED RESIDENTIAL DRIVEWAY ZONING TEXT AMENDMENT

## **Background**

Ordinance 2006-06-0038O amended the city code as it relates to streets, sidewalks, and driveway construction. A specific provision of this ordinance limited residential properties to one driveway and limited the width of most driveways to 20 feet at the property line. The current exception for additional driveways is an allowance for a circular driveway on lots with 90 feet or more of frontage.

Requests for a second garage are governed by the Zoning Code as adopted in 2014 where Section 9-102 creates size standards based on lot dimensions and gives review authority to the Planning and Zoning Commission (PZC). The City Code also stipulates that garages have a hard surface driveway as they are storage for automobiles.

In the last year, the Building Department has seen an increase in requests for additional garages and driveways. With the current City Code only allowing one driveway there is no way to accomplish two driveways or widening of the driveway. The reason for this discrepancy is that the Zoning Code permits variation requests while the City Code does not permit exceptions unless a process for doing so is expressly stated.

## **Discussion Points**

Both the Building and Community Development departments have collaborated to review options to address this issue. Staff propose that the existing city code language governing both the number of driveways and their widths be shifted into the zoning code. This will allow property owners to apply for a variance when circumstances are unique.

- Should variations to the number of driveways and their widths be allowed?
- Should the PZC or City Council make final determinations on this matter?

## **Attachment:**

Exhibit A: Existing Municipal Code Language

**Exhibit A: Existing Municipal Code Language**

**90.041 MAXIMUM NUMBER ALLOWED.**

(A) Only one driveway ingress and egress point onto public or private right-of-way shall be permitted per lot in any single-family residence zoning district, except that if any such lot has a minimum front lot width of 90 feet or more, than a circular drive consisting of two ingress and egress points onto public or private right-of-way driveway may be allowed.

(B) All other uses shall be allowed the number of driveways as approved by the Mayor and City Council.

**90.042 DRIVEWAY WIDTHS.**

(A) The maximum width for driveways for in any single family residence zoning district shall be 20 feet at the property line and 26 feet at the street where the garage is located within 30 feet of the property line. Garages located greater than 30 feet from the property line and circle drives shall be ten feet from the property line and 16 feet at the street.

(B) Where a three-car garage is located within 30 feet of the property line, the driveway shall not exceed 30 feet at the property line and 36 feet at the street.

(C) No driveway shall encroach upon any portion of the parkway in front of the adjoining property.

(D) The maximum width for driveways for all other uses shall be approved by the Mayor and City Council.

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TRAVIS BANDSTRA, DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT  
PAUL RUANE, COMMUNITY PLANNER  
**FROM:** MIKE FORBES, BUILDING COMMISSIONER  
**SUBJECT:** PROPOSED ADDITIONAL REGULATION OF SECURITY SHUTTERS AND OTHER  
WINDOW & DOOR SECURITY DEVICES ON COMMERCIAL BUILDINGS

## **Background**

On December 16, 2021, The Planning and Zoning Commission (PZC) discussed potential regulations on the aesthetically quality of various security devices used in commercial buildings. This recommendation came from the building department who had noted an increase in the installation of security devices in the City as at least ten businesses now utilize them.

Current regulations require only that these devices be installed inside the building, which prohibits exterior installations. The business is also required to provide a key to any security gates within the knox box for Fire Department emergency access.

## **Recommendations**

The PZC expressed concern about a prevalence of gaudy security gates and devices detracting from the character of the City's commercial corridors and had the following recommendations:

- 1) Maintaining the existing requirement that shutters and devices be installed on the inside of a building only.
- 2) Security devices should provide transparency and are not opaque.
- 3) Security devices should not be permanent and can be out of view during business hours.
- 4) Prohibition of scissor gates
- 5) Emphasize pull down shutters & clear security window film

## **Attachments:**

Exhibit A: Photographic Examples

Exhibit B: Current Language about Security Devices



Exhibit A: Photographic Examples



**Exhibit B: Current Code Language about Security Devices**

§153.16 OPENINGS.

An opening within 40 inches or a required lock device on a door when in the closed and locked position, and openable from the inside without the use of a key, shall be of burglary-resistant material, or shall be covered with iron bars of atleast one-half inch round or one inch by one-fourth inch flat steel material spaced not more than five inches apart, secured on the inside of the glazing, or iron or steel grills of at least one-eighth inch material or two-inch mesh secured on the inside of the glazing.

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TRAVIS BANDSTRA, DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT  
PAUL RUANE, COMMUNITY PLANNER  
**FROM:** MIKE FORBES, BUILDING COMMISSIONER  
**SUBJECT:** PERMANENT USE OF SHIPPING CONTAINERS FOR OUTDOOR STORAGE IN  
COMMERCIAL ZONING DISTRICTS

## **Background**

In the last years there has been growing interest in the use of shipping containers for the purpose of outdoor storage in commercial districts. Current city regulations limit outdoor storage in commercial areas and permit only sheds and garages to be constructed. As such, shipping containers are not a permanent structure and are restricted to a temporary basis which is defined in the building code at 180 days. Additionally, the code requires permanent structures that are permanent be affixed to the ground which would not apply to temporary containers.

Many businesses view these as cheaper alternatives to constructing a building addition, outbuilding, or renting storage off-site. Staff wanted to bring this issue to the City Council for guidance.

## **Discussion Points**

Should we allow shipping containers as a permitted accessory structure?

Number/Size of containers on a lot?

Location of containers (rear, fenced or landscaped in)?

Any aesthetic requirements?

Allowance for all commercial/office districts?

## **Attachments:**

Exhibit A: Photographic Examples



Exhibit A: Photographic Examples





