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# OFFICE DISTRICTS

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## 6-101 PURPOSE

Five zoning districts are provided for office development. Taken together, these office districts provide a broad range of opportunities for the development and preservation of office space responsive to diverse demands. The districts, while distinct, permit a harmonious spectrum of suburban office space alternatives.

The office districts provide for a range of suburban office use intensity from low intensity campus style office developments (O-1) through office developments with greater intensity and the opportunity for mixed use development (O-4). The intervening districts (O-2, O-3), provide graduation of lot area and size, yards and building setbacks and floor area ratios. Finally, the O-5 District provides opportunities for very low intensity professional office, business and limited trade development at a scale and intensity consistent with adjacent residential development.

In the office districts, the combination of use regulations and varied bulk and yard regulations is intended to:

- A. Perpetuate the existing high quality character of the Village by preserving established office use areas while encouraging beneficial new office development in a variety of suburban settings consistent with the overall character and land use patterns of the existing Village;
- B. Assure, through a combination of height limits, setback and open space requirements and mapping decisions, that all office development west of Skokie Boulevard remains compatible with the residential scale of the Village existing as of the effective date of this Code;
- C. Provide for the continued development of high quality, more intense office uses along Skokie Boulevard and within the Techny Overlay District, where such development can be accommodated without adverse impact on the Village's predominant residential character; and
- D. Implement, through reasonable regulation, the purposes and intent of this Code.

Specifically, the O-1 Campus Office District is provided to accommodate the needs of regional, national and international headquarters for administrative offices and related business uses in a spacious landscaped park-like setting having direct access to the metropolitan transportation system. The O-1 District shall not be mapped on the Zoning Map in any location where the height of buildings permitted in the district would have an adverse impact on existing or planned residential neighborhoods.

The O-2 Limited Office District is designed to provide for the needs of business and professional offices and related business uses requiring a limited amount of space and moderate intensity of pedestrian and vehicular traffic movements. The O-2 District bulk and

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height regulations encourage development that is architecturally compatible with smaller sites without direct access to the metropolitan transportation systems.

The O-3 General Office District is provided to accommodate the needs of business and professional offices and related business uses requiring a wide range of office space with a higher intensity of pedestrian and vehicular traffic movements. The O-3 District bulk and height regulations are consistent with a moderate amount of development. The O-3 District shall be mapped on the Zoning Map only on property lying:

- i) between the Edens Expressway and the Chicago and Northwestern Railroad tracks, and
- ii) within the Techny Overlay District.

The O-4 Boulevard Office District is designed to accommodate the needs of business and professional offices and related business uses along Skokie Boulevard that require a wide range of office space with a high intensity of pedestrian and vehicular traffic movements as well as mixed use commercial space and housing development to support the employment centers located in the District. The O-4 District bulk and height regulations are consistent with a greater amount of development than in the O-1, O-2 and O-3 Districts and are designed to maintain and enhance the existing trend toward more intense, high quality, attractive office buildings and mixed use developments in the Skokie Boulevard Corridor consistent with the Comprehensive Plan. The O-4 District shall be mapped on the Zoning Map only on property lying:

- i) between the Edens Expressway and the Chicago and Northwestern Railroad tracks, and
- ii) within the Techny Overlay District, but only as permitted in the Official Comprehensive Plan.

The O-5 Restricted Office District is intended to provide areas where low intensity office and related business and trade uses may be located in structures compatible with adjacent residential structures. Uses authorized in the O-5 District are intended to allow professionally-licensed activities that generate relatively low levels of traffic; however, individual special permit applications shall be reviewed to ensure that approved uses are consistent with this objective. The district is further intended to recognize that some existing single-family residential areas located along major thoroughfares may no longer be suitable for residential use. The O-5 District bulk and height regulations are intended to provide restrictions that will ensure that proposed non-residential structures will have the scale and appearance which is compatible with adjacent residential uses. Additional restrictions are included in this Article to limit the number of access points onto major thoroughfares, and to provide suitable buffer areas between proposed uses and adjacent residential areas. The O-5 District shall be mapped on the Zoning Map only on property:

- (i) having frontage on the north side of Dundee Road, between Pfingsten Road and Anthony Trail, where there has been a finding that single-family residential use is no longer appropriate.

## **6-102 PERMITTED USES, CONDITIONAL USES, AND SPECIAL PERMIT USES**

The uses in the following table designated by a "P" are permitted as of right in those Office Districts indicated in the table. Except as specifically limited, the remaining uses listed in the following table may be permitted in the Office Districts as either 1) a conditional use, which is

designated by a “C,” and subject to the additional standards set forth in this Article VI; or 2) a special permit use, which is designated by an “S,” and subject to the issuance of a special permit as provided in Section 11-602 of this Code and subject to the additional standards set forth in this Article VI. In interpreting the use designations, reference should be made to the Standard Industrial Classification Manual, as amended by the Village (see Appendix A) and Section 11-501 of this Code. Village SIC codes are given before each use listing.

OFFICE DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
<b>A.</b>	<b><u>VACANT PROPERTY</u></b>					
0000.00	Vacant Land	P	P	P	P	P
0000.01	Vacant Unit/Building Intended For a Permitted, Conditional, or Special Permit Use	P	P	P	P	P
<b>B.</b>	<b><u>AGRICULTURAL SERVICES</u></b>					
0100.00	Agricultural Production-Crops	P	P	P	P	P
0780.01	Landscape & Horticultural Services, But Not With Outdoor Storage					S
<b>C.</b>	<b><u>CONSTRUCTION</u></b>					
1700.01	Special Trade Contractors, But Not With Outdoor Storage					S
<b>D.</b>	<b><u>TRANSPORTATION AND PUBLIC UTILITIES</u></b>					
4100.02	<u>Local Transit Stations Excluding Yards &amp; Maintenance Facilities</u>		S	S	S	
4225.01	Self-Storage Warehousing Within a Single, Climate Controlled Building, But Excluding Mini-Warehouses		S			
4720.00	Arrangement Of Passenger Transportation		P	P	P	
4800.01	Communication Services Excluding Studios And Antennas	P	P	P	P	
4800.02	Facilities & Studios Of Communication Services With Permitted Antennas Except Personal Wireless Services		P	P	P	

OFFICE DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
4800.06	Facilities & Studios Of Communication Services With Permitted Antennas		P	P	P	
4810.01	Personal Wireless Services Antennas, With or Without Antenna Support Structures, and Related Electronic Equipment and Equipment Structures, Subject to Standards in Section 9-201	P	P	P	P	
4810.02	Personal Wireless Services Antennas Located on Tower-Style Antenna Support Structures, and Related Electronic Equipment & Equipment Structures, Within or In Excess of District Height Limitations, Subject to Standards in Section 9-201	S	S	S	S	
4900.01	Public Utility Yards & Facilities			S	S	
4900.02	Electrical Substations	P	P	P	P	S
4900.03	Antennas & Antenna Support Structures In Excess Of Height Limitations; Accessory To Electric Utility Facilities			S		
<b>E.</b>	<b><u>RETAIL TRADE</u></b>					
5541.00	Gasoline Service Stations			S	S	
5812.01	Eating Places Except 5812.02, 5812.03 and 5812.04		P	P	P	
5812.02	Live Entertainment Accessory To Permitted Eating Places		P	P	P	
5812.03	Outdoor Seating Accessory to Permitted Eating Places		P	P	P	
5812.04	Carry-Out Eating Places		S	S	S	
5813.01	Drinking Places Accessory to Permitted Eating Places		P	P	P	
5813.02	Drinking Places Accessory to Permitted Eating Places with Live Entertainment		S	S	S	
5812.04	Carry-out Eating Places		S	S	S	
5912.01	Medical Cannabis Dispensary				S	
5920.01	Liquor Stores With Accessory Food Sales			S		
5993.00	Tobacco Stores & Stands		P	P	P	
5994.00	News Dealers & Newsstands		P	P	P	
<b>F.</b>	<b><u>FINANCE, INSURANCE AND REAL ESTATE</u></b>					
6000.01	Depository Institutions Except 6000.02, 6000.03, 6000.04 & 6000.05		P	P	P	

## OFFICE DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
6000.03	Automatic Teller Machines Located within a Building, Other Than That of the Institution That Services Them, as a Principal Use	P	P	P	P	
6000.04	Limited Financial Services Facilities, Without Drive-In & Exterior Auto Teller Machines		P	P	P	
6000.05	Automatic Teller Machines Located Or Mounted on the Exterior of a Building	P	P	P	P	
6100.01	Credit Agencies Other Than Banks		P	P	P	
6200.00	Security & Commodity Brokers, Dealers, Exchanges and Services		P	P	P	S
6300.00	Insurance Carriers		P	P	P	S
6400.00	Insurance Agents, Brokers & Services		P	P	P	S
6500.01	Real Estate Establishments Except 6530 & 6553		P	P	P	S
6530.00	Real Estate Agents and Managers		P	P	P	S
6700.00	Holding & Other Investment Offices		P	P	P	S
<b>G.</b>	<b><u>SERVICES</u></b>					
7000.01	Hotels, Except Residential				S	
7291.00	Tax Return Preparation Services		P	P	P	S
7300.01	Business Services Except 7340, 7352, 7353, 7359.01 & 7389.01		P	P	P	
7310.00	Advertising Agencies					S
7330.01	Mailing, Commercial Art, & Steno-Graphic Services, Excluding 7334 (Copying & Duplicating)					S
7370.00	Computer Programming & Data Processing Services					S
7389.01	Business Services, Not Elsewhere Classified		P	P	P	
7389.02	Agents & Brokers For Nonperforming Artists		P	P	P	S
7389.03	Appraisers, Except Real Estate Appraisers		P	P	P	S
7389.04	Arbitration & Conciliation Services		P	P	P	S
7389.05	Artists' Agents & Brokers, Except Performing Artists		P	P	P	S
7389.06	Auctioneering Service On A Commission Or Fee Basis		P	P	P	
7389.07	Authors' Agents And Brokers		P	P	P	S
7389.08	Automobile Recovery Service		P	P	P	
7389.09	Automobile Repossession Service		P	P	P	
7389.10	Bartering Services For Businesses		P	P	P	
7389.11	Bondspersons		P	P	P	

OFFICE DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
7389.12	Business Brokers (Buying And Selling Business Enterprises)		P	P	P	
7389.13	Charge Account Service (Shopping Plates) – Collection By Individual Firm		P	P	P	
7389.14	Check Validation Service		P	P	P	
7389.15	Contractors' Disbursement Control		P	P	P	
7389.16	Convention Bureaus		P	P	P	
7389.17	Convention Decorators		P	P	P	
7389.18	Copyright Protection Service		P	P	P	
7389.19	Correct Time Service		P	P	P	
7389.20	Coupon Redemption Service, Except Trading Stamps		P	P	P	
7389.21	Credit Card Service (Collection By Individual Firms)		P	P	P	
7389.22	Decoration Service For Special Events		P	P	P	
7389.23	Demonstration Service, Separate From Sale		P	P	P	
7389.24	Directories, Telephone: Distribution On A Contract Or Fee Basis		P	P	P	
7389.25	Drafting Service, Except Temporary Help		P	P	P	
7389.26	Drawback Service, Customs		P	P	P	
7389.27	Fire Extinguishers, Service Of		P	P	P	
7389.28	Florists' Telegraph Service		P	P	P	
7389.29	Fundraising On A Fee Or Contract Basis		P	P	P	
7389.30	Hand tool Designers		P	P	P	
7389.31	Handwriting Analysis		P	P	P	
7389.32	Hotel Reservation Service		P	P	P	
7389.33	Interior Decorating Consultants, Except Painters & Paperhangers		P	P	P	S
7389.34	Interior Designing Services, Except Painters & Paperhangers		P	P	P	S
7389.35	Inventory Computing Service		P	P	P	
7389.36	Lecture Bureaus		P	P	P	
7389.37	Lettering Service		P	P	P	
7389.38	Map Drafting Service		P	P	P	
7389.39	Mapmaking, Including Aerial		P	P	P	
7389.40	Message Service, Telephone Answering: Except Beeper Service		P	P	P	
7389.41	Meter Readers, Remote		P	P	P	
7389.42	Microfilm Recording And Developing Service		P	P	P	
7389.43	Mounting Merchandise On Cards On A Contract Or Fee Basis		P	P	P	
7389.44	Music Distribution Systems, Except Coin-Operated		P	P	P	

## OFFICE DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
7389.45	Notaries Public		P	P	P	
7389.46	Paralegal Service		P	P	P	
7389.47	Patent Brokers		P	P	P	
7389.48	Patrol Of Electric Transmissions Or Gas Lines		P	P	P	
7389.49	Photogrammetric Mapping Service (Not Professional Engineers)		P	P	P	
7389.50	Photographic Library Service, Still		P	P	P	
7389.51	Photography Brokers		P	P	P	
7389.52	Pipeline And Power Line Inspection Services		P	P	P	
7389.53	Playwrights' Brokers		P	P	P	
7389.54	Post Office Contract Stations		P	P	P	
7389.55	Presorting Mail Service		P	P	P	
7389.56	Press Clipping Service		P	P	P	
7389.57	Printed Circuitry Graphic Layout		P	P	P	
7389.58	Promoters Of Home Shows And Flower Shows		P	P	P	
7389.59	Radio Broadcasting Music Checkers		P	P	P	
7389.60	Radio Transcription Service		P	P	P	
7389.61	Redemption Of Trading Stamps		P	P	P	
7389.62	Restaurant Reservation Service		P	P	P	
7389.63	Safety Inspection Service, Except Automotive		P	P	P	
7389.64	Shoe Designers		P	P	P	
7389.65	Speakers' Bureaus		P	P	P	
7389.66	Styling Of Fashion, Apparel, Furniture, And Textiles		P	P	P	
7389.67	Switchboard Operation Of Private Branch Exchanges		P	P	P	
7389.68	Tax Collection Agencies: Collecting For A City, County, Or State		P	P	P	
7389.69	Tax Title Dealers: Agencies For City, County, Or State		P	P	P	
7389.70	Telemarketing Service On A Contract Or Fee Basis		P	P	P	
7389.71	Telephone Answering, Except Beeper Service		P	P	P	
7389.72	Telephone Solicitation Service On A Contract Or Fee Basis		P	P	P	
7389.73	Textile Designers		P	P	P	
7389.74	Time-Share Condominium Exchanges		P	P	P	
7389.75	Tourist Information Bureaus		P	P	P	
7389.76	Trade Show Arrangement		P	P	P	
7389.77	Trading Stamp Promotion And Sale To Stores		P	P	P	
7389.78	Trading Stamp Redemption		P	P	P	
7389.79	Translation Service		P	P	P	

# OFFICE DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
7389.80	Welcoming Service		P	P	P	
7389.81	Yacht Brokers		P	P	P	
7514.00	Passenger Car Rental		C, S	C, S	C, S	
7515.00	Passenger Car Leasing		C, S	C, S	C, S	
7542.00	Car Washes			S	S	
7600.03	Misc. Repair Services - Custom Picture Framing Facilities			P		
7991.00	Physical Fitness Facilities		C, S	C, S	C, S	
7991.01	One-on-One Personal Fitness Training Facilities		P	P	P	
7997.00	Membership Sports & Recreation Clubs		C, S	C, S	C, S	
8000.02	Health Services, Except 8050 & 8060		P	P	P	
8059.01	Specialty Medical Care Facility		S			
8080.00	Home Health Care Services		P	P	P	
8100.00	Legal Services		P	P	P	S
8240.00	Vocational Schools		C, S	C, S	C, S	
8240.01	Vocational Schools Except 8240.02		C, S	C, S	C, S	
8240.02	Correspondence Schools		P	P	P	
8249.01	Vocational Schools, Not Elsewhere Classified					
8299.01	Schools and Educational Services Not Elsewhere Classified		C, S	C, S	C, S	
8299.02	One-on-One Schools and Educational Services, Not Elsewhere Classified		P	P	P	
8322.01	Individual and Family Social Services		C, S	C, S	C, S	S
8330.00	Job Training & Vocational Rehabilitation Services	S	S	S	S	
8351.00	Child Day Care Services		S	S	S	S
8600.00	Membership Organizations		C, S	C, S	C, S	S
8660.00	Religious Organizations		C, S	C, S	C, S	S
8660.01	Religious Organizations with an associated Elementary or Secondary School		C, S	C, S	C, S	S
8700.01	Engineering, Accounting, Management & Related Services	P	P	P	P	S
8730.00	Research, Development & Testing Services					
8730.01	Research, Development, and Testing Services Except 8730.02, 8730.03, 8730.04	P	P	P	P	S
8730.02	Animal Research and Testing Laboratories	S	S	S	S	S
8730.03	Biological Research and Testing Laboratories Qualifying as Biosafety Levels 3 or 4, as defined by the Center for Disease Control and Prevention	S	S	S	S	S
8900.00	Services, Not Elsewhere Classified		P	P	P	



OFFICE DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
H.	<b><u>MISCELLANEOUS</u></b>					
9800.00	Business And Professional Offices, Not Elsewhere Classified	P	P	P	P	
9810.00	Offices Of Communication & Utility Companies		P	P	P	
9820.00	Planned Developments	S	S	S	S	S
9820.01	Mixed Use Planned Developments				S	
9830.00	Landbanking Of Required Parking Subject To Subsection 9-104 E	S	S	S	S	S
9840.00	Required Retention/Detention Facilities	P	P	P	P	P
9861.00	Single Family Detached Dwellings					P
9865.01	Dwelling Unit, In Addition To An Approved Non-Residential Use					S
9870.00	Home Occupations Subject To Section 9-102					P
9870.01	Home Occupations in Excess of the Limitations Provided in Subparagraphs 9-102 C1(b) and 9-102 C6(b)					S
9880.00	More Than One Principal Structure On A Zoning Lot	S	S	S	S	S
9903.00	Off-Premises Identification Signs Per Subparagraph 9-106 K1(G)		S	S	S	
9906.00	Portable Sign	S	S	S	S	
9909.00	Temporary Sign	S	S	S	S	
9920.00	Construction Sign	P	P	P	P	
9921.00	Joint Identification Ground Sign	P	P	P	P	
9922.00	Joint Identification Wall Sign	P	P	P	P	
9923.00	Joint Identification Pylon Sign	P	P	P	P	
9924.00	Joint Identification Window Sign	P	P	P	P	
9925.00	Joint Identification Awning Or Canopy Sign	P	P	P	P	
9926.00	Joint Identification Sign Over 20 Feet	S		S	S	
9931.00	Identification Awning Or Canopy Sign	P	P	P	P	
9932.00	Identification Window Sign	P	P	P	P	
9933.00	Identification Ground Sign	P	P	P	P	
9934.00	Identification Pylon Sign	P	P	P	P	
9935.00	Identification Wall Sign	P	P	P	P	
9936.00	Identification Sign Over 20 Feet	S		S	S	
9940.00	Business Awning Or Canopy Sign	P	P	P	P	
9941.00	Business Window Sign	P	P	P	P	
9942.00	Business Ground Sign	P	P	P	P	
9943.00	Business Pylon Sign	P	P	P	P	
9944.00	Business Wall Sign	P	P	P	P	
9945.00	Business Pylon Sign Over 20 Feet	S		S	S	

OFFICE DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	O-1	O-2	O-3	O-4	O-5
9950.00	Institutional Bulletin Board Awning Or Canopy Sign		P	P	P	
9951.00	Institutional Bulletin Board Window Sign		P	P	P	
9952.00	Institutional Bulletin Board Ground Sign		P	P	P	
9953.00	Institutional Bulletin Board Pylon Sign		P	P	P	
9954.00	Institutional Bulletin Board Wall Sign		P	P	P	
9955.00	Institutional Bulletin Board Pylon Sign Over 20 Feet	S		S	S	
9960.00	Public Service Awning Or Canopy Sign	S	S	S	S	S
9961.00	Public Service Window Sign	S	S	S	S	S
9962.00	Public Service Ground Sign	S	S	S	S	S
9963.00	Public Service Pylon Sign	S	S	S	S	S
9964.00	Public Service Wall Sign	S	S	S	S	S
9965.00	Public Service Pylon Sign Over 20 Feet	S		S	S	
9966.00	Signs In Excess Of The Height Limits Per Section 9-106	S		S	S	
9966.02	Ground Signs in Numbers Exceeding District Regulations As Provided in Paragraph 9-106 K3 of this Code				S	
9969.00	Signs In Excess Of District Sign Area Limitations Per Section 9-106			S	S	
9970.01	Floor Area Ratio in Excess of 0.50, but No Greater Than 0.80				S	
9970.07	Floor Area Ratio in Excess of 0.50, but No Greater than 1.00		S			
9971.02	Building Height in Excess of the Maximum Permitted in the O-2 District; but Not in Excess of Either 35 Feet or Three Stories		S			
9971.03	Building Height in Excess of 35 Feet, but not to exceed 45 Feet or Three Stories for Existing Buildings in the O-2 District		P			
9972.00	Lot Coverage in Excess of 0.50, but no greater than 0.65					S
9980.00	Accessory Drive-Through Facilities		S	S	S	

### 6-103 ACCESSORY USES AND STRUCTURES

Accessory uses and structures are permitted in all Office Districts subject to the provisions of Section 9-101 of this Code.

### 6-104 TEMPORARY USES

Temporary uses are permitted in all Office Districts subject to the provisions of Section 9-103 of this Code.

## 6-105 SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES

(See next page)

SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES	
VILLAGE SIC CODE	DESCRIPTIVE TEXT
A.	GENERAL CATEGORIES
General – O-5 District	<p><u>O-5 District; Additional Special Permit Standards.</u> In addition to the general special permit standards established in Paragraph 11-602 E1 of this Code, all special permit uses in the O-5 District shall be subject to the additional standards herein set forth:</p> <ol style="list-style-type: none"><li>1. <u>Appearance.</u> All special permit uses within the O-5 District shall be designed, constructed, and maintained in such a manner as to be compatible with adjacent residential properties. The approved architectural plans, showing all elevations of the structure, specifying building materials, and demonstrating compliance with these standards shall govern the use and development of the property and shall be incorporated into all special permit ordinances.</li><li>2. <u>Exterior Lighting.</u> No exterior lighting shall be located in any required yard in the O-5 District. Lighting shall be shielded or otherwise restricted so as to limit the illumination in adjoining residential districts in excess of 0.5 foot candles.</li><li>3. <u>Signs.</u> No business sign located in the O-5 District shall be in the direct view of any abutting residential use. The total area of all signs shall not exceed thirty-six (36) square feet. No signs shall be internally illuminated. All signs shall otherwise comply with all requirements of Section 9-106 of this Code.</li><li>4. <u>Screening and Buffering.</u> The entire rear yard of any special permit use in the O-5 District which abuts a residential district shall be permanently maintained as landscaped open space. In addition to the minimum landscaping and buffering requirements of this Code, all special permit uses in the O-5 District shall install and maintain, at all times, appropriate landscaping and fencing materials to properly screen the use and related off-street parking and loading areas from the view of adjacent residential areas. The approved landscaping and screening plans, showing all planting and screening materials and demonstrating compliance with these standards, shall govern the use and development of the property and shall be incorporated into all special permit ordinances.</li><li>5. <u>Hours of Operation.</u> Non-residential uses within the O-5 District shall be limited in their hours of operation in order to minimize potentially adverse impacts upon adjoining residential uses. Businesses shall not regularly be open to the public between the hours of 9:00 p.m. and 8:00 a.m.</li></ol>

SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES	
VILLAGE SIC CODE	DESCRIPTIVE TEXT
	<p>6. <u>Driveway Location.</u> Properties in the O-5 District shall be planned in such a manner as to minimize the total number of driveways providing access onto major thoroughfares. To this end, the Village may prohibit individual properties from having direct access onto major thoroughfares, and, further may require the recordation of appropriate easements to enable adjacent property owners to utilize on-site travel aisles or driveways across properties with direct access to major thoroughfares for the purpose of common ingress and egress. Such easements are not intended to relieve any property owner from providing the min. number of off-street parking or loading spaces required by this Code. Properties required to provide access easements to adjacent properties for ingress and egress shall be entitled to reimbursement from benefitting properties for maintenance and repair costs that arise from vehicular traffic generated by the benefitting properties. The Village will require any property benefitting from a common ingress and egress easement pursuant to this subparagraph to execute and record a covenant to reimburse the servient property providing access to the major thoroughfare for the appropriate costs in a form acceptable to the Village Attorney.</p> <p>7. <u>Limitation on Uses.</u> Each use requiring a special permit within the O-5 District shall require specific approval by the Board of Trustees in accordance with Section 11-602 of this Code.</p> <p>8. <u>Outdoor Display, Parking and Storage.</u> No outdoor display of goods or outdoor storage of materials or equipment shall be permitted. The outdoor parking or storage of commercial vehicles for a continuous period of longer than 12 hours shall be prohibited.</p> <p>9. <u>Off-Street Loading; Authority to Waive.</u> The Plan Commission may recommend and the Board of Trustees may authorize the waiver or modification of the off-street loading requirements of Section 9-105 when approving a special permit upon a finding that:</p> <ol style="list-style-type: none"> <li>Such a waiver or modification is justified, given the proposed use or uses; and</li> <li>Adequate receiving areas for delivered goods are provided on the property, without hampering on-site circulation.</li> </ol>
B.	<b><u>RETAIL TRADE</u></b>
5912.01	<p>Medical Cannabis Dispensary</p> <ol style="list-style-type: none"> <li>All Medical Cannabis Dispensaries must obtain and, at all times, maintain a valid professional license issued by the Illinois Department of Financial and Professional Regulation to operate a Medical Cannabis Dispensary. Copies of all state licenses as well as all renewals shall be provided to the Village Manager no later than 30 days of issuance as well as copies of corresponding application materials, including all required certifications, declarations, and affidavit, for state licenses and corresponding license renewals.</li> <li>Medical Cannabis Dispensaries shall maintain all mandatory signage required by state or federal law.</li> </ol>

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	<p>3. Additional Application Requirements. In addition to the minimum application requirements set forth in Article V of the Zoning Ordinance, applicants for a special permit for a Medical Cannabis Dispensary must submit their draft application for the adult use cannabis business establishment that they plan to provide to the Illinois Department of Financial and Professional Regulation, or where applicable, to the Illinois Department of Agriculture, to receive the State license. These materials shall include, at minimum, the following elements:</p> <ol style="list-style-type: none"> <li>The names and addresses of all principal officers of the dispensing organization that will operate the Cannabis Dispensary;</li> <li>A description of the process of dispensing cannabis from the proposed Cannabis Dispensary;</li> <li>A description of the air treatment systems that will be installed to reduce odors; and</li> <li>A plan for community engagement.</li> </ol> <p>Information, documents, and plans submitted pursuant to this section may be in draft format pending approval from the Illinois Department of Finance and Professional Regulation. The Village reserves the right to request and inspect any additional materials submitted by the proposed dispensing organization to the Illinois Department of Financial and Professional Regulation as part of the application review process.</p> <p>4. Drive-Through Windows and Facilities Prohibited. Medical Cannabis Dispensaries shall not be permitted to have any accessory drive-through facilities or provide drive-through or “curbside” delivery service.</p> <p>5. Signage. Notwithstanding any provision of this Zoning Code to the contrary, the following signage standards are applicable to Medical Cannabis Dispensaries.</p> <ol style="list-style-type: none"> <li>Exterior signs on the building shall not completely cover the windows of the Medical Cannabis Dispensary.</li> <li>Electronic message boards are not permitted in connection with a medical use cannabis business establishment.</li> <li>Signage shall not contain cannabis imagery such as cannabis leaves, plants, smoke, paraphernalia, or cartoonish imagery oriented toward youth, or language referencing cannabis.</li> <li>The special permit ordinance authorizing the Medical Cannabis Dispensary shall include a signage plan depicting the allowed exterior signs for the dispensary.</li> </ol> <p>6. Security and Video Surveillance. Each Medical Cannabis Dispensary must install and maintain in good working order security, video surveillance, and inventory protection and control systems: (a) as required by applicable state laws and regulations; and (b) in conformance with a security plan approved in advance by the Village Chief of Police.</p> <p>7. Lighting. All interior, exterior and site lighting for Medical Cannabis Dispensaries must be installed and maintained in good working order and of sufficient wattage for security cameras and the safety of customers and employees.</p> <p>8. On-Site Conduct.</p> <ol style="list-style-type: none"> <li>Loitering is prohibited on any zoning lot used as a Medical Cannabis Dispensary, including all accessory parking lots.</li> <li>It shall be prohibited to smoke, inhale or consume cannabis products within Medical Cannabis Dispensary, in any accessory parking lot, or anywhere on the zoning lot of such dispensary.</li> </ol>

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	<p>9. No person under the age of 21 may be permitted within any Medical Cannabis Dispensary, except as authorized by state law.</p> <p>10. Hours of Operation. Medical Cannabis Dispensaries may operate only between 7:00 a.m. and 10:00 p.m.</p> <p>11. Restricted Locations. No Medical Cannabis Dispensary may be located on any lot that is:</p> <ol style="list-style-type: none"> <li>Less than 1,500 feet from any other existing and operating Medical Cannabis Dispensary or Adult Use Cannabis Dispensary, including those located outside the corporate limits of the Village of Northbrook.</li> <li>Less than 250 feet from any lot used for a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility.</li> <li>Located within the Village Green Overlay District.</li> </ol>
<b>C.</b>	<b><u>SERVICES</u></b>
7514.00 7515.00	<p><u>Passenger Car Rental and Passenger Car Leasing in the O-2, O-3, and O-4</u></p> <ol style="list-style-type: none"> <li>The proposed use shall not allow the cleaning, servicing, or repairing of vehicles on-site. If the proposed use cleans, services or repairs vehicles on-site, a special permit shall be required.</li> <li>The property containing the proposed use shall be located at least 250 feet, excluding rights-of-way, from any Residential District. If unable to meet this distance requirement from a Residential District, the proposed use shall require a special permit.</li> </ol>
7991.00 7997.00	<p><u>Physical Fitness Facilities and Membership Sports &amp; Recreation Clubs in the O-2, O-3, and O-4 Districts</u></p> <ol style="list-style-type: none"> <li>The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</li> </ol>
8059.01	<p><u>Specialty Medical Care Facility in O-2 District</u></p> <ol style="list-style-type: none"> <li>Staffing levels – Each Specialty Medical Care facility shall be operated with a patient to staff ratio of no more than 6:1 with a minimum of three (3) staff present overnight. The daytime patient to staff ratio shall be maintained during all residential patients' outdoor breaks or free time. The Board of Trustees may, as a condition of the special permit, reduce the minimum number of required overnight staff.</li> <li>Number of Beds – No Specialty Medical Care Facility may maintain and operate more than 42 patient beds at any time.</li> <li>Licensing/Accreditation – Each Specialty Medical Care Facility must obtain and maintain all required local, state and federal licenses. All Facilities must maintain accreditation by the Joint Commission at all times and submit its most recent Joint Commission Quality Report to the Director of Development and Planning Services</li> </ol>

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	<p>on an annual basis.</p> <p>4. Emergency Management Plan – Each Specialty Medical Care Facility must, as a precondition for receiving a final certificate of occupancy, submit to the Village an emergency management plan approved in advance by the Village Fire Chief, including: (a) conditions of operations, (b) a copy of the Facility’s private ambulance services contract(s), (c) a hospitalization plan for transferring patients in a dangerous or critical condition from the Facility to an appropriately equipped Hospital.</p> <p>5. Restricted Location – No Specialty Medical Care Facility may be located on any lot that is less than 1,500 feet from any other existing and operating Specialty Medical Care Facility, including those located outside of the corporate limits of the Village of Northbrook.</p> <p>6. Security – Each Specialty Medical Care Facility must install and maintain in good working order controlled access doors with alarms to prevent or deter patients from leaving the Facility without permission and/or supervision.</p>
8299.01	<p><u>Schools and Educational Services, Not Elsewhere Classified, in the O-2, O-3, and O-4 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the use is required to apply for a special permit.</p>
8322.01	<p><u>Individual and Family Social Services in the O-2, O-3, and O-4 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the use is required to apply for a special permit.</p>
8600.00	<p><u>Membership Organizations in the O-2, O-3, and O-4 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>
8660.00 <u>8660.01</u>	<p><u>Religious Organizations and Religious Organizations with Associated Elementary and/or Secondary Schools in the O-2, O-3, and O-4 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>
<b>D.</b>	<b><u>MISCELLANEOUS</u></b>

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VILLAGE SIC CODE	DESCRIPTIVE TEXT
9820.01	<p><u>Mixed Use Planned Developments in the O-4 District.</u> In connection with, and as part of, a special permit granting approval of a mixed use planned development in the O-4 District, the following uses shall be allowed by special permit issued pursuant to Sections 11-602 and 11-603 of this Code:</p> <ol style="list-style-type: none"> <li>1. <u>Retail Trade &amp; Service Uses.</u> Any and all of those Retail Trade and Service Uses allowed as either permitted, conditional, or special permit uses in the C-5 District and listed in Subsections 5-102 E or 5-102 G of this Code.</li> <li>2. <u>Multiple Family Dwellings.</u> Multiple Family Dwellings (Village of Northbrook SIC No. 9864.00).</li> </ol> <p>In addition, as part of a special permit granting approval of such mixed use planned development in the O-4 District, the Board of Trustees may grant exceptions to provisions of this Code pursuant to Section 11-505 E of this Code.</p>
9980.00	<p><u>Accessory Drive-Through Facilities in the O-2, O-3, and O-4 Districts</u></p> <ol style="list-style-type: none"> <li>1. <u>Traffic Management and Queuing.</u> Every accessory drive-through facility shall be designed and constructed so as to have adequate queuing area on the zoning lot for motor vehicles. No special permit for an accessory drive-through facility shall be granted except on evidence satisfactory to the Board of Trustees that the queue will not obstruct parking areas or major travel aisles. Stacking areas may not back-up onto public streets or impede emergency access to buildings.</li> <li>2. <u>Pedestrian Movement.</u> No special permit for an accessory drive-through facility shall be granted except on evidence satisfactory to the Board of Trustees that the accessory drive-through facility will not be hazardous to pedestrians and cyclists. A safe and convenient pedestrian circulation system shall be maintained both on the zoning lot and on adjoining public right-of-ways.</li> <li>3. <u>Enhanced Architectural and Landscape Features.</u> No special permit for an accessory drive-through facility shall be granted except on evidence satisfactory to the Board of Trustees that the proposed facility incorporates appropriate architectural and landscape features. All accessory drive-through facilities shall provide screening from any nearby residential activities.</li> <li>4. <u>Hours of Operation &amp; Noise Restrictions.</u> As a condition of approving a special permit for any accessory drive-through facility, the Board of Trustees may restrict the hours of operation of the facility or establish other use limitations to ensure compatibility with surrounding land uses.</li> </ol>

## 6-106 PARKING AND LOADING REQUIREMENTS

The parking and loading requirements applicable in all Office Districts are set forth in Sections 9-104 and 9-105 of this Code. Additional off-street parking and loading restrictions for properties within the O-5 District are established in Paragraph 6-109 A 9 and Subparagraph 9-101 C4(f).

## 6-107 SIGN REGULATIONS



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Sign regulations applicable in all Office Districts are set forth in Section 9-106 of this Code. Additional sign limitations for properties within the O-5 District are established in Paragraph 6-109 A3.

## **6-108 BUFFERS & LANDSCAPING**

Requirements relating to buffering and landscaping of certain uses and structures in Office Districts are set forth in Section 9-107 of this Code. Additional landscaping and buffering requirements for properties in the O-5 District are established in Paragraph 6-109 A4.

## **6-109 USE LIMITATIONS**

### **6-109 A. All Office Districts.**

1. Noise. No noise (other than ordinary vehicular noise) from operations of any use in the Office Districts shall be detectable at any point off the zoning lot on which the use is located.
2. Glare and Heat. No excessive glare or heat from any operations of any use in the Office Districts shall be detectable at any point off the zoning lot on which the use is located or detectable from any adjacent use on a multi-use lot.
3. Vibration. No earth-borne vibration from any operations of any use in the Office Districts shall be detectable at any point off the zoning lot on which the use is located or detectable from any adjacent use on a multi-use lot.
4. Air Pollution. No air pollution, including smoke or gas, odors and particulate matter, from any operations of any use in the Office Districts shall be detectable at any point off the zoning lot on which the use is located or detectable from any adjacent use on a multi-use lot, unless in compliance with all applicable regulations of the Illinois Environmental Protection Agency.
5. Electromagnetic Interference. Electromagnetic interference from any operations of any use in the Office Districts shall not adversely affect the operation of any equipment located off the zoning lot on which such interference originates or any equipment located in any adjacent use on a multi-use lot.
6. Fire and Explosive Hazards. Materials that present potential fire and explosive hazards shall be transported, stored and used only in conformance with all applicable federal, state and local laws.
7. Special Hazards. Hazardous, toxic and radioactive materials shall be transported, stored and used only in conformance with all applicable federal, state and local laws.
8. Safety Equipment. No research, development, or testing facility classified as a "high-hazard use" by the Village Building Code shall be established after March 6, 2004 unless the building in which such use is established shall be equipped with sprinkler systems, automatic fire detection and suppression systems and Class 1 electrical fixtures as required by the then current Village Codes for new construction.
9. Above Ground Tanks. No above ground tanks designed or used for the storage of flammable or combustible liquids shall be located less than 600 feet from the lot line of any lot on which a fire station is located.

10. Laboratories. Any laboratory activities shall comply with the applicable biosafety level precautions as defined by the Centers for Disease Control and Prevention.

#### **6-110 BULK, SPACE & YARD REQUIREMENTS**

The building height, lot, yard, and setback and floor area ratio requirements applicable in the Office Districts are set forth in the following table. Footnote references appear in Section 6-110 F at the end of the table.

<b>BULK, SPACE &amp; YARD REQUIREMENTS</b>	<b>O-1</b>	<b>O-2</b>	<b>O-3</b>	<b>O-4</b>	<b>O-5</b>
<b>A. Maximum Height (whichever is less)(10)</b>					
1. Feet	65	35	70	110	26
2. Stories	4	2	5	10	2
<b>B. Minimum Lot Area and Dimensions (1)(10)</b>					
1. Total Lot Area (square feet)					
a. Planned Development	650,000	75,000	250,000	250,000	75,000
b. All Other Uses	650,000	25,000	80,000	120,000	20,000
2. Lot Width (feet)	500	100	200	300	100
3. Lot Depth (feet)	N/A	N/A	N/A	N/A	N/A
<b>C. Minimum Yard and Setback Requirements (feet) (2)(3)(4)(5)(6)(7)(10)</b>					
1. Front and Corner Side (8)					
a. Yard	100	30	50	50	30
b. Setback	150	30	80	80	30
2. Interior Side					
a. Yard	100	5	5	15	10
b. Setback	100	10	50	50	10
3. Rear					
a. Yard	100	5	5	5	30
b. Setback	100	25	30	30	30
<b>D. Maximum Floor Area Ratio</b>	0.50 (1)	0.50	0.50	0.50	0.35
<b>E. Maximum Lot Coverage (% of lot)</b>	N/A	N/A	N/A	N/A	50%

#### **6-110 F. Exceptions and Explanatory Notes.**

1. Nonconforming Lots. See Subsection 10-105 C for lot requirements with respect to nonconforming lots of record.
2. Yard Requirements for Uses Without Structures. On any lot occupied by a use without structures, the minimum front, side and rear yard requirements that would otherwise be required for such lot shall be provided and maintained.

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3. Visibility Across Corners. Any other provision of this Code to the contrary notwithstanding, in all Office Districts, on any corner lot, nothing shall be erected, placed, planted, allowed to grow or be maintained above a height of 2-1/2 feet from grade within the area of a sight triangle as defined in Section 12-206 of this Code.
  4. Transitional Setbacks Abutting Residential Districts. Notwithstanding any other provisions of this Section, every portion of a building in an Office District that exceeds 35 feet in height shall be set back from the nearest residential property line a distance equal to at least 50 feet plus an additional five feet for every foot of height of such building, or the table requirement, whichever is greater.
  5. Lot Dimensions and Yards in Planned Developments.
    - a) Authority to Waive. The Plan Commission may recommend and the Board of Trustees may authorize the waiver of the lot dimension yard requirements of the underlying district when approving special permits for planned developments.
    - b) Special Requirements; Limitation of Waiver Authority. Special perimeter open space, setback and spacing requirements for planned developments are set forth in Subparagraphs 11-603 E2(f) and (g) of this Code and such requirements shall not under any circumstances be waived.
    - c) Standards for Waiver. No such waiver shall be recommended or authorized except in accordance with the provisions of Subsection 11-603 H of this Code.
  6. Special Setbacks for Signs. Special setbacks for some signs are established by Subsections 9-106 F and 9-106 J of this Code; those setbacks shall control over the yards and setbacks established in the table.
  7. Specified Structures and Uses in Required Yards. The following structures and uses, except as limited below, may be located in any required yard.
    - a) Accessory uses, subject to the limitations of Section 9-101.
    - b) Statuary, arbors, trellises and ornamental light standards having a height of ten feet or less.
    - c) Awnings, canopies, eaves and gutters projecting not more than three feet from an exterior wall.
    - d) Bay windows and balconies projecting not more than three feet from an exterior wall for a distance not more than 1/3 of the length of such wall; provided that such projections shall come entirely within planes drawn from the main corners of the building at an interior angle of 22-1/2 degrees with the wall in question.
    - e) Chimneys, flues, belt courses, leaders, sills, pilasters, lintels, ornamental features, cornices and the like projecting not more than two feet from an exterior wall.
    - f) Outside stairways projecting from an exterior wall not more than three feet and having a height of four feet or less.
    - g) Flagpoles.
    - h) Non-mechanical laundry drying equipment, except in front yards.
    - i) Off-street parking and loading of vehicles, but only as expressly authorized and regulated in Sections 9-104 and 9-105 of this Code.
    - j) Terraces.

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- k) Recreational devices, except in front yards.
  - l) Fences, walls, and hedges, subject to the limitations of Section 9-107 of this Code.
8. Platted Building and Setback Lines. See Subsection 12-101 F of this Code.
9. Lot Dimensions and Yards for Electrical Substations
- a) Authority to Waive. The Board of Trustees may authorize the waiver of the lot dimension and yard requirements of the underlying district when approving special permits or site plans for electrical substations.
  - b) Standards for Waiver. No such waiver shall be recommended or authorized except on the basis of need and impact on the surrounding properties.
10. Height Exceptions. Structures housing religious organizations may extend to a height of 55 feet and may include spires and minarets that extend to a height of 70 feet.