



To: Plan Commission

From: Daniel Ritter, AICP, Community Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Date: May 21, 2026

Re: 103 Elsie Avenue, Special Use Application for a Self-Service Storage Facility (Case # SU-26-6-5-2), no Variation is requested as part of this application.

Project Details

Project:	Special Use Application for a Self-Service Storage Facility
Applicant:	Bernardino Estrada
Requests:	Special Use Application for a Self-Service Storage Facility
Location:	103 Elsie Avenue (the "Subject Property")

Site Details

Lot Size:	Approximately 12,789 sq-ft
Existing Zoning:	B-3 Business Service District
Existing Improvements:	Approx. 6,198 SF existing one-story commercial building with approximately 2,980 SF existing parking, pavement, and driveway

Surrounding Zoning and Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcels	Commercial, Warehouse	Local Commercial	B-3
North	Single-Family Detached Residence, Truck Parking and Repair	Local Commercial, Light Industrial	R-1, M-1
South	Single-Family Detached Residence, Auto Repair, Car Dealership	Local Commercial, Mixed-Use/Flex	R-1, B-2, B-3
East	Restaurant, Auto Repair, Truck Parking, and Repair	Local Commercial, Heavy Industrial	B-2 SU, M-1

Summary of Requested Petition

The Applicant is seeking approval of a Special Use permit for a Self-Service Storage Facility for the existing commercial property. No variations have been requested as part of this application, and no exterior site improvements have been proposed.

Staff Analysis

Overall, the proposed Self-Service Storage Facility is a low-intensity use that typically generates minimal noise, traffic, and on-site activity. Operations are generally limited to occasional customer visits and routine facility management, with no significant outdoor activities, assembly uses, or continuous operational impacts that would interfere with the adjacent properties. The establishment of the proposed Self-Service Storage Facility in the existing vacant commercial building will not impede the normal and orderly development and improvement of surrounding properties for the uses permitted in the B-3 Zoning District.

A Self-Service Storage Facility is a low-impact, service-oriented use that operates primarily within an enclosed building and generates minimal external activity. It does not create significant traffic demand, noise, or outdoor operational impacts that would interfere with the development potential or improvement of the adjacent properties. While the Subject Property has limited parking, the operational characteristics of a Self-Service Storage Facility typically require only a small number of parking spaces for short-term customer visits and on-site management, and do not generate sustained parking demand. The site access will utilize the existing driveway and the designated loading/unloading dock that connects to the adjacent public roadway network in a safe and controlled manner. The site configuration will allow efficient movement of passenger vehicles and small trucks without creating queuing or congestion that extends into the public streets.

Additionally, the reuse of the existing vacant commercial property supports, rather than hinders, the stability and continued investment in the area by eliminating vacancy and maintaining occupancy of the building in a manner consistent with the surrounding development patterns. This helps prevent deterioration and contributes to the overall vitality of the neighborhood. Surrounding properties remain fully available for development or redevelopment in accordance with the permitted uses, and the proposed Self-Service Storage Facility does not introduce conditions that would restrict or discourage such investment. Accordingly, the proposed Special Use will not impede the orderly development of neighboring properties and is consistent with the continued investment and improvement within the neighborhood.

Staff feedback on specific aspects of the requested approval

Staff reviewed the proposed project with respect to the applicable City regulations. The Crest Hill Zoning Ordinance classifies Self-Service Storage Facilities as Special Use in the B-3 Business Service District. No variations have been requested as part of this application, and no exterior site improvements have been proposed. As such, the existing legal non-confirming physical attributes of the Subject Property will remain unchanged.

Special Use Approval Standards and Findings

Section 12.7-6 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a Special Use permit only when it shall have been determined, and recorded in writing, that all of the following standards are complied with. Staff has drafted the following findings of fact identified in bold italic font. These drafted findings can be modified or changed as the Plan Commission deems fit and based on the specific findings from the public hearing.

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.

The establishment, maintenance, and operation of the proposed Self-Service Storage Facility within the existing vacant commercial building will not be detrimental to or endanger the public health, safety, or general welfare. A Self-Service Storage Facility is a low-intensity land use that typically generates minimal traffic, with limited daily trips primarily associated with customers accessing storage units or facility management activities. Unlike higher-intensity commercial uses, it does not involve significant on-site assembly of people, food service, or continuous operational activity, thereby reducing potential impacts on the surrounding properties.

The proposed Self-Service Storage Facility will operate primarily within the existing structure, which limits external impacts and maintains compatibility with the surrounding residential and commercial properties. Any concerns related to safety, including fire protection, security, and access, will be addressed through compliance with applicable building codes, fire codes, and security standards, including controlled access, surveillance systems, and adequate emergency access as required by the City and Fire Department. While the Subject Property has limited parking, the operational characteristics of a Self-Service Storage Facility typically require only a small number of parking spaces for short-term customer visits and on-site management, and do not generate sustained parking demand. Accordingly, with appropriate regulatory compliance and site management, the proposed Self-Service Storage Facility will not adversely affect public health, safety, or general welfare.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

The proposed Self-Service Storage Facility in the existing vacant commercial building will not be injurious to the use and enjoyment of other property in the immediate vicinity for permitted purposes, nor will it substantially diminish or impair property values within the surrounding neighborhood. A Self-Service Storage Facility is a low-intensity use that typically generates minimal noise, traffic, and on-site activity. Operations are generally limited to occasional customer visits and routine facility management, with no significant outdoor activities, assembly uses, or continuous operational impacts that would interfere with adjacent properties.

Because the proposed Self-Service Storage Facility is primarily contained within the existing building, external impacts on neighboring properties are further reduced. Any potential concerns related to appearance, lighting, or security will be addressed through compliance with applicable zoning, building standards, including controlled access, and appropriate maintenance of the property. In addition, the reuse of a vacant commercial building for a Self-Service Storage Facility can provide a stabilizing influence on the area by eliminating vacancy, reducing the likelihood of property deterioration, and maintaining an active but low-impact use consistent with the surrounding development patterns. Accordingly, the proposed Special Use is compatible with the nearby properties and will not negatively affect the enjoyment or value of surrounding land uses.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The establishment of the proposed Self-Service Storage Facility in the existing vacant commercial building will not impede the normal and orderly development and improvement of surrounding properties for uses permitted in the B-3 Zoning District. A Self-Service Storage Facility is a low-impact, service-oriented use that operates primarily within an enclosed building and generates minimal external activity. It does not create significant traffic demand, noise, or outdoor operational impacts that would interfere with the development potential or improvement of the adjacent properties.

The reuse of an existing vacant commercial structure also supports, rather than hinders, the stability and continued investment in the area by eliminating vacancy and maintaining occupancy of the building in a manner consistent with the surrounding development patterns. This helps prevent deterioration and contributes to the overall vitality of the neighborhood. Surrounding properties remain fully available for development or redevelopment in accordance with the permitted uses, and the proposed Self-Service Storage Facility does not introduce conditions that would restrict or discourage such investment. Accordingly, the proposed Special Use will not impede the orderly development of neighboring properties and is consistent with continued investment and improvement within the neighborhood.

4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

Adequate utilities, access roads, drainage, and other necessary facilities are in place to support the proposed Self-Service Storage Facility in the existing vacant commercial building. The Subject Property is served by existing public utilities, including water, sanitary sewer, and electrical service, which are sufficient to accommodate the low-intensity operational needs of a Self-Service Storage Facility. The facility's utility demands are minimal compared to more intensive commercial or industrial uses, and no significant upgrades are anticipated beyond the existing service connections.

The site is accessible via existing public roadways that are designed to accommodate commercial traffic. The anticipated traffic generated by a Self-Service Storage Facility is generally low and consists primarily of occasional customer visits and periodic maintenance activity, which can be safely and efficiently handled by the surrounding roadway network. Stormwater drainage for the site is managed in compliance with applicable City regulations. Accordingly, the Subject Property is adequately served by the existing infrastructure to support the proposed Self-Service Storage Facility.

5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Adequate measures have been taken to provide ingress and egress designed to minimize traffic congestion on public streets for the proposed Self-Service Storage Facility in the existing vacant commercial building. A Self-Service Storage Facility is a low-traffic generator, with vehicle trips typically occurring on an intermittent basis and spread throughout the day. The majority of visits are short-term and involve individual customer access rather than sustained peak-hour traffic. As such, overall traffic impacts are generally minimal compared to other commercial uses.

The site access will utilize the existing driveway and the designated loading/unloading dock that connects to the adjacent public roadway network in a safe and controlled manner. The site configuration will allow efficient movement of passenger vehicles and small trucks without creating queuing or congestion that extends into public streets.

6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

The proposed Self-Service Storage Facility shall, in all other respects, conform to the applicable regulations of the Zoning Ordinance and all other applicable City regulations. The proposed Self-Service Storage Facility will comply with all standards governing building safety, fire protection, property maintenance, access, lighting, etc. as well as any other applicable City regulations. The proposed Self-Service Storage Facility will be required to obtain all necessary permits and approvals prior to operation and will remain subject to ongoing inspection and enforcement to ensure continued compliance. Accordingly, the proposed Special Use will be operated in full accordance with the Ordinance and all other applicable City regulations.

Conditions of Approval

The plans submitted for building permits shall be in substantial compliance with the plans approved by the City Council and identified below, unless otherwise noted in the remaining conditions:

1. Hours of operation for the proposed Self-Service Storage facility shall be limited to Monday – Sunday, 9:00 AM – 9:00 PM.
2. Storage of flammable, explosive, toxic, hazardous, or radioactive materials shall be prohibited on the Subject Property.

Staff Recommendation

Based on the drafted findings reflected in this staff report, Staff recommend the following motion to provide a recommendation to the City Council. This motion may be amended by any Plan Commission member making the motion based upon the findings of the public hearing. Staff recommends that any motion be made in the positive form to correspond with the applicant's request to avoid confusion.

The Plan Commission recommends City Council conditional approval of a Special Use permit for a Self-Service Storage Facility located at 103 Elsie Avenue, subject to the conformance with the two (2) Conditions for Approval and application documents referenced in the May 21, 2026, Plan Commission Staff Report for Case # SU-26-6-5-2.

EXHIBIT A**Supplemental Special Use Approval Facts to Consider Per Zoning Ordinance Section 12.7-6**

1. *That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.*
2. *That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*
3. *That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
4. *That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.*
5. *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.*
6. *That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.*



EXHIBIT B

Application for Development

For Office Use Only: Case Number: SU-26-6-5-2
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Project Name: _____

Owner: Bernardino Estrada **Correspondence To:** _____

Street address: [REDACTED] **Street address:** _____

City, St., Zip: [REDACTED] **City, St., Zip:** _____

Phone: [REDACTED] **Phone:** _____

Email: [REDACTED] **Email:** _____

Property Address:	Property Information:
Street address: <u>103 Elsie Avenue</u>	Lot Width: _____

City, St., Zip: <u>Crest Hill, IL, 60403</u>	Lot Depth: _____
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PIN: <u>11-04-33-207-012-0000</u>	Total Area: _____
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*Submit an electronic version of the legal description only in a Word document to: buildingdepartment@cityofcresthill.com

Existing Zoning: B-3 **Existing Land Use:** None

Requested Zoning: B-3 Special Use **Proposed Land Use:** Self-service Storage Facility

Adjoining Properties Zoning and Uses:
North of Property: R-1, M-1

South of Property: R-1, B-2, B-3

East of Property: B-2 SU, M-1

West of Property: R-1, R-3

Purpose Statement (intended use and approval sought): This application is for a special

use permit for an intended Self-Service Storage Facility on our B-3 zoned property.

Development Request: Please check all that apply and describe:

Rezoning: _____

Special Use: Requested permit for B-3 zoned property to be used as Self-Service Storage Facility.

Variance: _____

Planned Unit Development: _____

Annexation: _____

Plat: _____

Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

Civil Engineer: _____ Phone: _____

Company: _____ Email: _____

Contractor: _____ Phone: _____

Company: _____ Email: _____

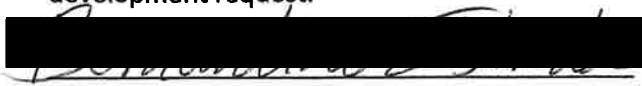
Architect: _____ Phone: _____

Company: _____ Email: _____

Builder: _____ Phone: _____

Company: _____ Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

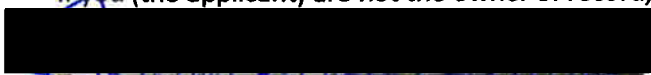


Signature of the Applicant

03/18/26

Date

If you (the applicant) are not the owner of record, please provide the owner's signature.



Signature of the Owner

03/23/26

Date

EXHIBIT C

103 ELSIE AVENUE - LEGAL DESCRIPTION

PROPERTY ADDRESS: 103 ELSIE AVENUE, CREST HILL, IL, 60403

PERMANENT INDEX NO: 11-04-33-207-012-0000

LEGAL DESCRIPTION:

LOTS 25 AND 26 IN MCGOWAN AND GROSS ADDITION TO JOLIET, A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 19, 1917, IN PLAT BOOK 19, PAGE 5, AS DOCUMENT NO. 300478 IN WILL COUNTY, ILLINOIS.

EXHIBIT D

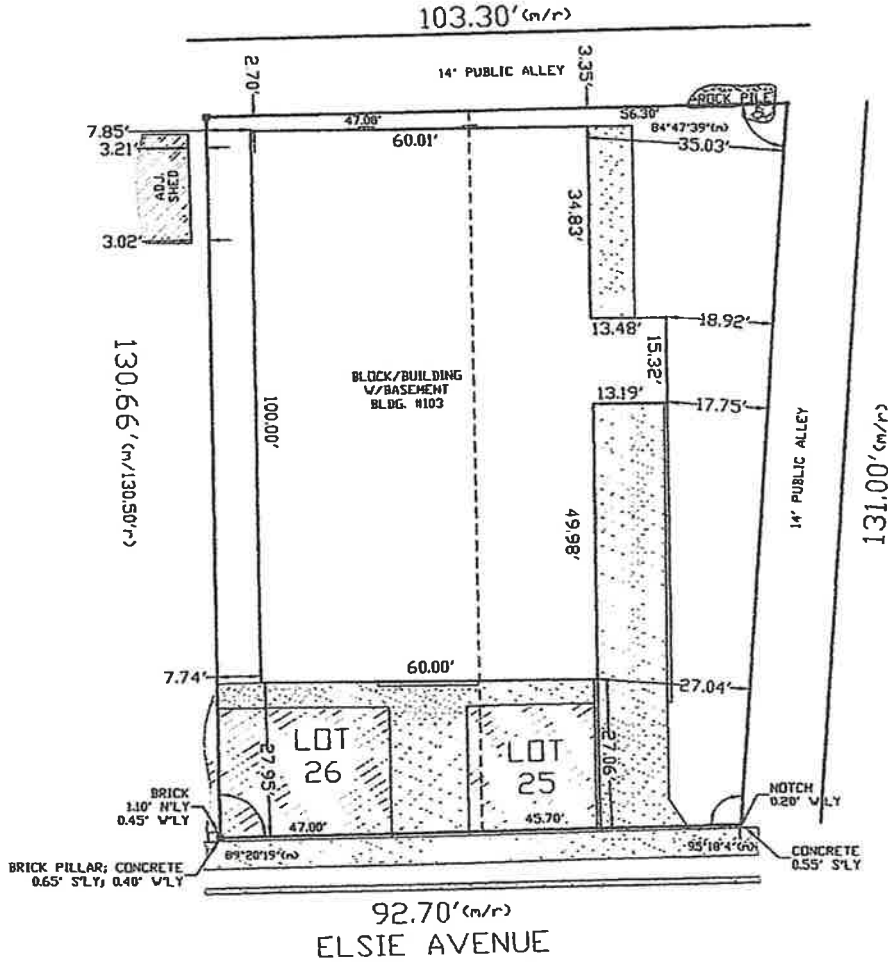
Associated Surveying Group, LLC

Illinois Prof. Design Firm No. 184-004973
 P.O. Box 810 Bolingbrook, IL 60440
 PH: 630-759-0205 FAX: 630-759-9291

PLAT OF SURVEY

LOTS 25 AND 26 IN MCCOWAN AND GROSS ADDITION TO JOLIET, A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 19, 1917 IN PLAT BOOK 19 PAGE 5 AS DOCUMENT NO. 300478 IN WILL COUNTY, ILLINOIS.

SCALE 1" = 20'



State of Illinois }
 County of Will } SS

I, Michael G. Hervy, an Illinois Professional Land Surveyor, do hereby certify that "This professional service conforms to the current Illinois minimum standards for a boundary survey", and that the Plat hereon drawn is a correct representation of said survey.

Dated, this 11th day of JULY, A.D., 2022, FIELDWORK DATE: JUNE 28, 2022
 at Bolingbrook, Illinois

Michael G. Hervy
 Illinois Professional Land Surveyor No. 35-002500
 License Expires: November 30, 2022

CLIENT: LUDAS
 JOB NO.: 87914-22

NOTES:
 1. COMPARE THE LEGAL DESCRIPTION OF THIS PLAT WITH YOUR DEED, ABSTRACT, OR CERTIFICATE OF TITLE. ALSO COMPARE ALL FIELD MEASURED LOT CORNERS & BUILDING TIES WITH THIS PLAT BEFORE CONSTRUCTION AND REPORT ANY DIFFERENCE AT ONCE. 2. NO IMPROVEMENTS SHOULD BE CONSTRUCTED ON THE BASIS OF THIS PLAT UNLESS THE INTENTION OF CRITICAL POINTS SHOULD BE ESTABLISHED PRIOR TO COMMENCEMENT OF CONSTRUCTION. 3. D. LONG LINES AND EASEMENTS ARE SHOWN ONLY WHERE THEY ARE SO DEPICTED ON THE RECORDED SUBDIVISION PLAT. REFER TO YOUR DEED, ABSTRACT, OR CERTIFICATE OF TITLE FOR ALL LEGAL ENCUMBRANCES. 4. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF. MEASURED LOT DIMENSIONS ARE SHOWN ONLY WHEN FIELD DIMENSIONS EXCEED 9 FEET OR MORE. 5. AREA IS BASED ON MEASURED DISTANCES AT TIME OF SURVEY. 6. CURVED LINES DENOTED WITH ARC LENGTHS UNLESS OTHERWISE NOTED. ALSO ALL AREAS ARE 'ASCENT', UNLESS OTHERWISE NOTED.

LEGEND:

	BRICK		ASPHALT		ADJACENT
	WALL		CONCRETE		CIRCLE
	WOOD PVC		ENCLOSED COVERED		STAKE
	SEI		IRON PIPE		CROSS
	IRON PIPE		RESURFID		NOTCH
	MAG NAIL		WOOD FENCE		CATCH BASIN
	CROSS		WOOD FENCE		CATCH BASIN
	WOOD FENCE		WOOD FENCE		WOOD FENCE
	WOOD FENCE		WOOD FENCE		WOOD FENCE

ABBREVIATIONS:

A = ARC LENGTH	MLY = NORTHLY
R = RADII	SLY = SOUTHLY
CH = CHORD LENGTH	E = EASTLY
DL = RECORD VALUE	WLY = WESTLY
± = MEASURED VALUE	TRIP-TYPICAL
B.S.L. = BUILDING SETBACK LINE OR OVERHANG	
P.U.E. = PUBLIC UTILITY EASEMENT	
P.U.D. = PUBLIC UTILITY DRAINAGE EASEMENT	
V.E.C. = VARIANCE EASEMENT	

EXHIBIT E

03.26.2026

City of Crest Hill

Planning and Zoning Department
20600 City Center Blvd
Crest Hill, IL 60403
(815) 741-5100



Re: Elsie Self-Service Storage
103 Elsie Ave
Crest Hill, IL 60403

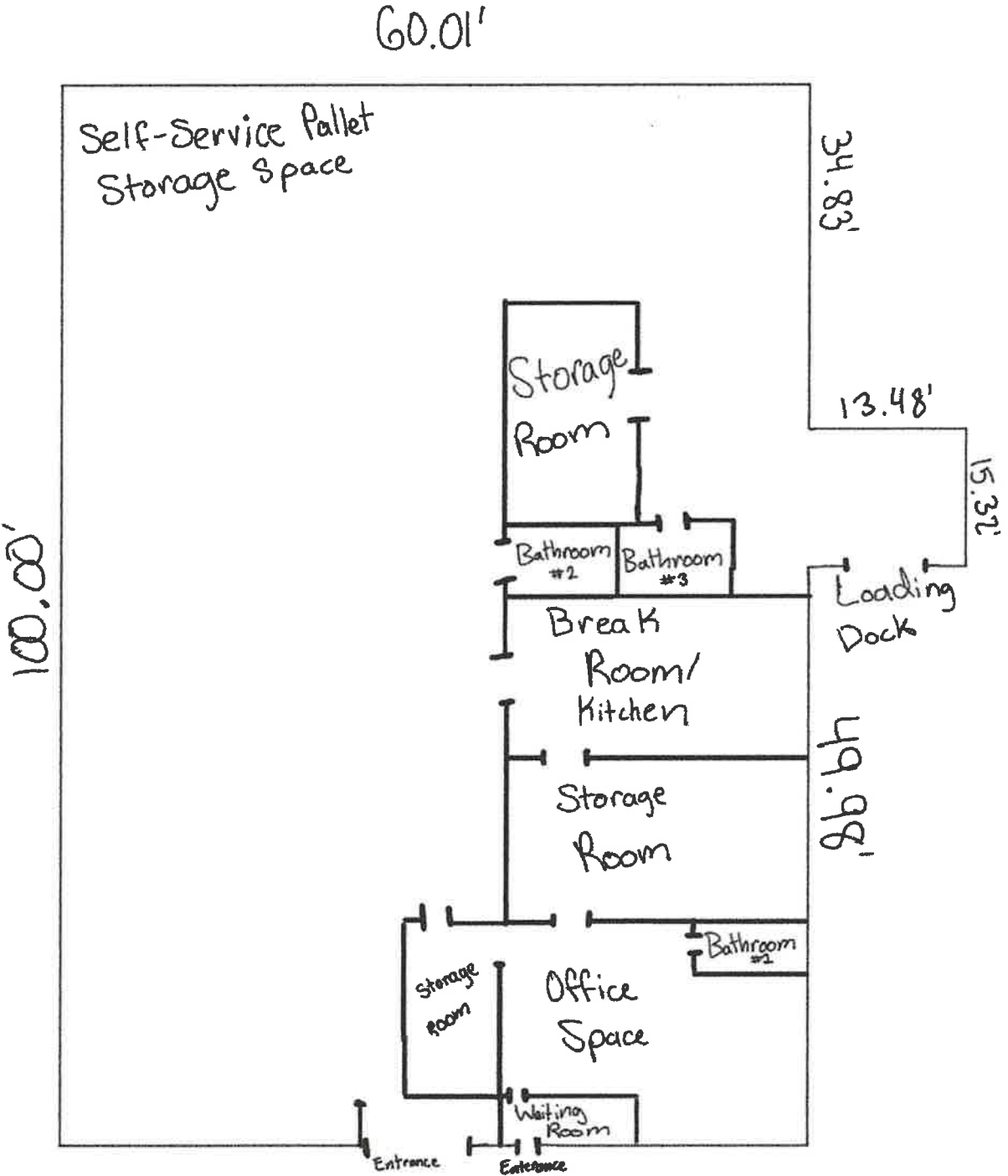
Project Summary Narrative:

Our request for a B-3 special use permit is the only necessary addition for our proposed project. The property at 103 Elsie Avenue is 6,000 sq ft, and the proposed self-service storage facility would make efficient use of the existing open space with no modifications to the building. The existing entrance on Elsie Ave. will remain the main entry point for customers and emergency vehicles. Operating hours will be from 9:00 am - 9:00 pm.

Request for Special Use:

We are requesting a special use permit to operate a self-service storage facility on the existing subject property. The subject property is zoned B-3 (General Business District), which requires a special use permit for self-storage. The proposed use is characterized by low traffic generation, minimal noise, and limited off-site impacts, making it compatible with surrounding commercial land uses within the B-3 zoning district.

EXHIBIT F: Proposed Floor Plan



103 Elsie Ave.
Crest Hill, IL 60403

Proposed Floor Plan Diagram