

VILLAGE OF HOMEWOOD



MEMORANDUM

DATE OF MEETING: June 11, 2026

To: Planning and Zoning Commission

From: Noah Schumerth, Interim Director of Economic and Community Development

Topic: Case 26-36: Special Use Permit for Motor Vehicle Rental Facility at 900 Ridge Road

APPLICATION INFORMATION

APPLICANT	Mo'nique Smith
ACTION REQUESTED	Special Use Permit
ADDRESS	900 Ridge Road, Suite 2P, Homewood, IL 60430
PIN	29-32-401-018-0000

ZONING & LAND USE

SUBJECT PROPERTY	ZONING	LAND USE
CURRENT	B-4 Shopping Center	Professional office (multiple tenants)
SURROUNDING	N: B-4 Shopping Center	Professional office/vacant building
	E: B-4 Shopping Center	Multi-tenant commercial center
	S: R-4 Multiple-Family Residential	Manufactured home park
	W: PL-1 Natural Area Preserve	Izaak Walton Preserve

LEGAL NOTICE

Legal notice was published in *Daily Southtown* on May 27, 2026. Letters were sent to property owners and residents within 250 feet.

DOCUMENTS FOR REVIEW

Title	Pages	Prepared by	Date
Application	3	Mo'nique Smith, Applicant	05/04/2026
Special Use Standards Worksheet	2	Mo'nique Smith, Applicant	05/04/2026
Floor Plan	1	Mo'nique Smith, Applicant	05/04/2026
Letter from Property Owner	1	Homewood Professional, LLC	05/15/2026
Staff Exhibits	2	Noah Schumerth, Int. Dir. ECD	06/06/2026

BACKGROUND

The applicant, Mo'nique Smith of L & J Budget Truck Rentals, has applied for a special use permit for a motor vehicle rental facility at 900 Ridge Road, Suite 2P. The applicant plans to operate a pick-up/drop-off office for a Budget truck rental business from this location. The owner has prohibited the parking of

commercial vehicles on the site, and the business owner will be required to park vehicles legally in another location.

HISTORY

The subject property is a 20,598-square-foot professional office building which was constructed in 1980. The building is 57% occupied. The building has been divided into office suites ranging from 160 square feet to 4,000 square feet. The building was recently sold at auction for \$550,000.

DISCUSSION

The applicant has proposed to operate a motor vehicle rental business in a suite within the office complex located at 900 Ridge Road. This facility will only provide office administration and key pick-up/drop-off in the building. A drop box for keys is already installed on the building.

Floor Plan

The office suite which the business is to be located in is 192 square feet. The office consists of a single room which will offer walk-in services for vehicle pick-up, drop-off, and other administrative tasks related to the truck rental business. A common reception area and restroom are located outside of the office suite.

Parking

The subject property has 42 parking spaces on-site, located in the front of the building with access from Walton Lane. Professional office buildings require a minimum parking ratio of one (1) space per 300 square feet of gross floor area. The area is not located within the B-1 or B-2 zoning districts, or within a "transit overlay area" as defined by the Village Zoning Ordinance, and thus must provide off-street parking.

The 20,598-square-foot office building requires 68 parking spaces, which is significantly higher than current zoning requirements. Per Section 44-05-01 of the Village Zoning Ordinance, no building is required to add parking unless the total aggregate increase in required spaces is greater than 50% of the existing number of spaces on the site as of the adoption date of the ordinance (January 10, 2023). The owner of the property is not required to add additional parking spaces to meet this requirement.

The owner has explicitly stated that no commercial vehicle parking is to occur on-site (see attached letter with this memo). The vehicles will need to be parking legally in another location off-site. The applicant has been previously cited for illegal parking of Budget vehicles on other residential and commercial properties in the Village. The applicant has stated that they plan to park vehicles in another location outside of Village limits.

The Planning and Zoning Commission may consider parking impacts on surrounding properties and businesses through review of the special use standards.

Operation Details

The applicant plans to operate as an administrative office for the Budget truck rental facility at this location. This will include office visits for key pick-up and drop-off, customer service and assistance, and other administrative processing. No exchange, parking, or service of commercial vehicles will occur on the subject property.

The business is proposed to operate on weekdays from 9:00 a.m. – 5:00 p.m., and Saturdays from 9:00 a.m. – 1:00 p.m. These hours are standard for most Budget truck rental facilities.

SPECIAL USE STANDARDS

Indoor commercial places of assembly require a *special use permit* in the B-2 zoning district. Any special use permit application must be reviewed against the Special Use Standards found in Section 44-07-11 of the Village Zoning Ordinance.

Staff has reviewed the application utilizing the Special Use Standards. The full responses to the Special Use Standards, completed by the applicant, are attached with this application.

- 1) Is the special use deemed necessary for the public convenience at that location? Motor vehicle rental facilities provide an important service for a community by providing moving vehicles and equipment. Most commercial vehicle rental facilities in Homewood (such as Hertz Car Rental and 119 Transit Automotive) provide passenger vehicle rentals only. Menard's at 17545 Halsted Street provides pick-up truck rentals but no box trucks or other commercial vehicles.
- 2) Will the special use be detrimental to the economic welfare of the community? The use is unlikely to cause any negative economic impacts on the community.
- 3) Will the special use be consistent with the goals and policies of the comprehensive plan and other adopted plans of the village? The 1999 Comprehensive Plan recommends the addition of new regional business destinations along the Halsted Street corridor. The proposed use will add an additional regional business along the Halsted Street corridor. The B-4 Shopping Center zoning district, within which the subject property is located, is designed to support medium-intensity commercial uses serving traffic along Halsted Street as a high-volume regional corridor.
- 4) Is the special use at the subject property so designed, located, and proposed to be operated, that the public health, safety, and welfare will be protected? The existing professional office building is designed and maintained in a manner consistent with Village building and fire codes. The proposed use is designed in a manner which will not impact the overall health, safety, or welfare of customers or other building visitors.
- 5) Is the special use a suitable use of the property and, without the special use, could the property be substantially diminished in value? The building is currently 57% occupied, which may harm the building's overall value.
- 6) Will the special use cause substantial injury to the value of other property in the neighborhood in which it is located? No impacts on surrounding property values are anticipated.

- 7) Will the special use be consistent with the uses and community character of the neighborhood surrounding the subject property? The proposed use requires a large regional customer base to be fully successful. The use is best suited along the Halsted Street corridor, which is zoned and designed to support regional commercial uses.
- 8) Will the special use be injurious to the use or enjoyment of other property in the neighborhood for the purposes permitted in the zoning district? The Village has previously cited the applicant for violations of the Village's commercial vehicle parking requirements. To park commercial vehicles off-site, written consent from another property owner must be submitted and approved by the Village as a Limited Use application for off-site parking. Staff has recommended a condition that the applicant provide valid proof of an approved parking location for the vehicles, whether within the Village or outside of the Village, prior to the issuance of the business operation certificate required for the use.
- 9) Will the special use impede the normal and orderly development and improvement of surrounding properties for uses permitted in the zoning district? The use is not anticipated to impact the development of surrounding properties.
- 10) Does the proposed special use at the subject property provide adequate measures of ingress and egress in a manner that minimizes traffic congestion in the public streets? Vehicle access to the site is provided from Walton Lane, a local street connecting Ridge Road to the rear entry of the Washington Park Plaza commercial center. No direct pedestrian access is provided to the building from a public sidewalk; this connection is not required to be added to approve the proposed use. The proposed business is unlikely to cause traffic congestion in public streets. No commercial vehicles may be parked on a public street at any time.
- 11) Is the subject property adequately served by utilities, drainage, road access, public safety, and other necessary facilities to support the special use? The building has utility and public facility connections suitable for the operation of professional offices. The building has security, fire suppression and alarm systems, and other public safety improvements. The subject property is appropriate to support the proposed special use.
- 12) Will the special use have a substantial adverse effect on one or more historical, archeological, cultural, natural, or scenic resources located on the parcel or surrounding properties? No impacts are anticipated.

STAFF COMMENTS

The Planning and Zoning Commission shall provide a recommendation of approval or denial of the special use permit to the Village Board, based on the Special Use Standards and approval of the Findings of Fact. The Village Board reserves the final authority to approve or deny a special use permit application.

The proposed use requires approval of a business operation certificate application prior to operating.

FINDINGS OF FACT

Staff has prepared the draft findings of fact following the standards outlined in Sections 44-07-11 of the Village Zoning Ordinance for special use permit applications. The findings of fact, as proposed or as amended, may be entered into the record upon a recommendation of approval:

1. The subject property is located at 900 Ridge Road and is located within the B-4 Shopping Center zoning district, with Cook County PIN # 29-32-401-018-0000.
2. The subject property is currently owned by the 900 Ridge Road Building LLC of Bedford Park, IL.
3. The proposed use of the property is a motor vehicle rental facility, which is a special use in the B-4 Shopping Center zoning district.
4. The subject site meets the use-specific standards for motor vehicle rental facilities in Section 44-04-09 of the Village Zoning Ordinance.
5. The subject site meets applicable development standards in Section 44-05 of the Village Zoning Ordinance.
6. The proposed special use is consistent with the applicable standards for special use permit approval as set forth in Section 44-07-11.

RECOMMENDED PLANNING & ZONING COMMISSION ACTION

The Planning and Zoning Commission may wish to consider the following motion:

Recommend approval of Case 26-36: Special Use Permit for a motor vehicle rental facility located at 900 Ridge Road, subject to the following condition:

1. Prior to the issuance of any business operation certificate or building permit associated with the proposed use, documentation shall be provided to Village staff demonstrating valid proof of a legal parking location for all commercial vehicles associated with the use, including any required applications for off-site parking within the Village of Homewood.

AND

Incorporate the Findings of Fact into the record.