



Agenda
Village of Arlington Heights
Ordinance Review Committee
Community Room, 3rd Floor

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
March 25, 2015
6:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Donation Drop Boxes

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847) 368-5980 (Fax) or drobb@vah.com.



Item: Donation Drop Boxes

Department: Planning & Community Development

BACKGROUND

Over the last several years, the Village has received complaints relating to donation boxes in parking lots throughout town, although there have not been an excessive number of complaints. As a result of the complaints received, Staff did begin to look into regulating these boxes.

An inventory for unattended donation boxes within the Village was conducted in 2012 and again in 2014. In 2012, there were a total of 32 boxes at nineteen locations within the Village. In 2014, that number increased to a total of 60 boxes at thirty-three locations throughout the Village (map attached). Currently, the Village of Arlington Heights does not regulate donation boxes.

RECOMMENDATION

Staff is seeking input and direction from the Ordinance Review Committee in regards to donation boxes.

ATTACHMENTS:

Description	Type
Staff Memo	Report
Map-Unattended Drop Boxes	Exhibits

Memorandum

To: Ordinance Review Committee

From: Latika Bhide, Development Planner

Date: March 19, 2015

Subject: Text Amendments to Chapter 28: Zoning
▪Donation Boxes

Issue:

Over the last several years, the Village has received complaints relating to donation boxes in parking lots throughout town, although there have not been an excessive number of complaints. As a result of the complaints received, Staff did begin to look into regulating these boxes.

An inventory for unattended donation boxes within the Village was conducted in 2012 and again in 2014. In 2012, there were a total of 32 boxes at nineteen locations within the Village. In 2014, that number increased to a total of 60 boxes at thirty-three locations throughout the Village (map attached). Currently, the Village of Arlington Heights does not regulate donation boxes.

A survey of surrounding communities was conducted. Regulation varies with some communities not permitting donation boxes at all, other communities restricting the number and location of boxes and other communities not regulating donation boxes. The survey results are set forth below:

	Are donation boxes (clothing, recycling, etc.) regulated?	If yes, is there a restriction on the location of boxes, number of bins, or is a permit required?
Barrington	Not permitted	NA
Buffalo Grove	Not permitted	NA
Carpentersville	Not regulated	NA
Des Plaines	Not permitted	NA
Evanston	Yes	A license is required to place a donation box. Donation boxes can only be placed in retail centers, schools, religious institutions and buildings owned and operated by not for profit organizations. One donation box is permitted per lot or per retail center, school. Religious institution, or not for profit organization property, whichever is more restrictive. Written authorization from the site host consenting to the placement of the donation box is required. Donation boxes are not permitted within a required front, corner side or major arterial setback. Donation boxes cannot exceed 6.5' in height and 20 square foot in footprint.
Lake Zurich	Yes	Only indoor donation boxes are permitted

Lincolnwood	Yes	Donation boxes are only permitted on lots located in the B-1, B-2, B-3, O, MB or PUD zoning districts. Only 2 donation boxes are permitted per zoning lot. Donation boxes shall be only be placed on a lot on which there is an operation or conforming use. Donation boxes are not permitted in a required yard or located against or along the front of a building. Donation boxes cannot exceed 7' in height and 25 square feet in footprint. A Donation Collection Bin License is required.
Northfield	Not permitted.	NA
Palatine	Yes	Only donation boxes associated with the principal use of the subject property are permitted. Only 2 donation boxes are permitted per zoning lot. Administrative site plan review and registration is required. Donation boxes are not permitted in the required front or corner side yard. Donation boxes cannot exceed 6'-6" in height, 5' wide and 4' deep.
Schaumburg	Yes	Donation boxes are prohibited in all zoning districts unless the donation box is accessory to the principal use of the premises. To qualify as an approved accessory use, the donation box must be owned, maintained and operated by the owner of the principal use.
Streamwood	Not permitted	NA
Vernon Hills	Not regulated	NA
Winnetka	Not regulated	NA
Wheeling	Not permitted	NA

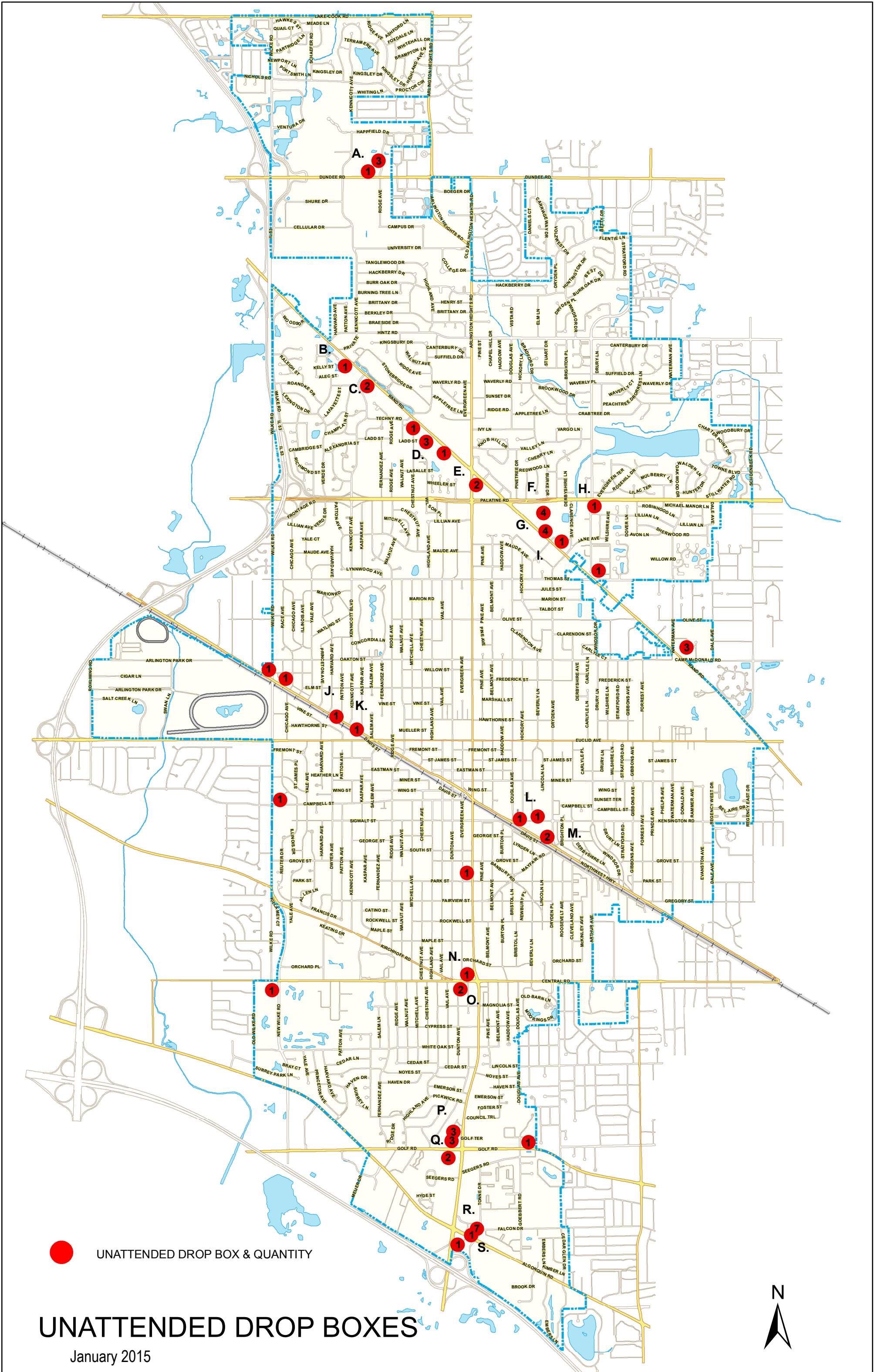
Options

If donation boxes are unregulated, there is the potential that a property would be flooded with bins and become unsightly. There has been a large increase in donation boxes over the last 2 years, increasing from 32 to 60. Therefore, staff is seeking input and direction from the Ordinance Review Committee and has outlined the following options for the ORC to consider in regards to the donation boxes.

1. No change to current regulation.
This would leave the presence of these boxes in their current unregulated state.
2. Do not allow any donation boxes in the Village.
This would require a Code amendment making such boxes illegal anywhere in the Village, with a time period for existing boxes to be removed.
3. Allow one or two donation boxes where there exists a Donation Center on site.
This would require a Code amendment, which could include some or all of the following:
 - Only donation boxes directly associated with the principal use of the subject property are permitted.
 - Only 2 donation boxes shall be permitted per zoning lot.
 - Requirements for placement of donation boxes so they are not in the front of the building and inconspicuous as viewed from public right-of-ways

4. Only allow donation boxes on commercially zoned property (B-1 through B-4, excluding B-5)
This would require a Code amendment, which could include some or all of the following:
 - Donation boxes are only permitted on properties zoned B-1, B-2, B-3 and B-4.
 - No more than 2 donation boxes shall be permitted on a zoning lot less than 2 acres in area. No more than 3 donation boxes shall be permitted on a zoning lot 2 acres or more in area.
 - Requirements for placement of donation boxes so they are not in the front of the building and inconspicuous as viewed from public right-of-ways
 - All donation boxes must be registered with the Village of Arlington Heights.

C: Randy Recklaus, Village Manager
All Department Heads



 UNATTENDED DROP BOX & QUANTITY

UNATTENDED DROP BOXES

January 2015

