



CITY OF LOVES PARK

Department of Community Development

100 HEART BOULEVARD
LOVES PARK, ILLINOIS 61111
815- 654-5033 • Fax: 815-654-5004

Planning • Zoning • Building • Economic Development

AGENDA
LOVES PARK ZONING BOARD OF APPEALS
January 17, 2019
CITY COUNCIL CHAMBERS
5:30 P.M.
100 HEART BOULEVARD

1. Roll call and declaration of a quorum
2. Reading and approval of the minutes from the **December 20, 2018** meeting
3. Report from the Zoning Office - None
4. Unfinished business –
 - A. 6200 FOREST HILLS ROAD AND 6202 FOREST HILLS ROAD – A Special Use Permit to allow a banquet facility and café in the IL (Light Industrial) Zoning District**
5. New business –
 - A. TEXT AMENDMENT – CHAPTER 102, DIVISION 2, RESIDENTIAL**
 - B. TEXT AMENDMENT – CHAPTER 102, DIVISION 3, COMMERCIAL**
 - C. TEXT AMENDMENT – CHAPTER 102, ARTICLE VII, SIGNS**
 - E. TEXT AMENDMENT – CHAPTER 102, EAST RIVERSIDE/I-90 OVERLAY DISTRICT**
6. Public participation & comment
7. General discussion
8. Adjournment

Andrew Quintanilla
Zoning Officer

More information on these agenda items will be posted on the City's website for public download no later than 7 days prior to the scheduled date: <http://loves-park.il.us/page/82/zoning-board-of-appeals>

MINUTES OF THE LOVES PARK ZONING BOARD OF APPEALS
THURSDAY, DECEMBER 20, 2018
5:30 P.M.
CITY COUNCIL CHAMBERS
LOVES PARK CITY HALL

1. CHAIRMAN ALISE HOWLETT CALLED THE MEETING TO ORDER AT 5:30 P.M.

MEMBERS PRESENT: ALISE HOWLETT, DENNIS HENDRICKS, CATHY NELSON,
BRIAN KERN, NICOLAS BECKER, SHAWN NOVAK,
LINDY TOOHILL

OTHERS PRESENT: ATTORNEY PHIL NICOLASI
ANDREW QUINTANILLA – ZONING OFFICER
SHEILA MILLS – SECRETARY

OTHER ABSENT: NATE BRUCK - ECONOMIC DEVELOPMENT/PLANNING
DIRECTOR

Chairman Howlett announced that the next Community Development Committee meeting is scheduled for Monday, January 7, 2019 at 6:15 p.m.

2. MINUTES

Mr. Kern moved to approve the minutes from the meeting held November 15, 2018.
Second by Mrs. Nelson. Motion carried by voice vote.

3. ZONING OFFICE REPORT

None

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

- A. 6200 & 6202 FOREST HILLS ROAD – SPECIAL USE PERMIT TO ALLOW A BANQUET FACILITY AND CAFÉ IN THE IL ZONING DISTRICT.** Appropriate notice has been given.

Petitioner not present.

Mr. Becker ask if building elevation drawings were available to review.

Mr. Quintanilla stated that he will request a building elevation from the Petitioner.

Mr. Kern moved that the application for a Special Use Permit to allow a banquet facility and café in the IL Zoning District for 6200 & 6202 Forest Hills Road be laid over until next month. Second by Mrs. Toohill.

MOTION APPROVED 6-0

B. 5902 E. RIVERSIDE BLVD. – SPECIAL USE PERMIT RENEWAL TO ALLOW A CAR AND DOG WASH ESTABLISHMENT IN THE R1 ZONING DISTRICT. Appropriate notice has been given.

Mr. Quintanilla indicated that the project ran behind and is just now about to open.

Petitioner not present.

No objectors present.

Mrs. Novak moved to approve a Special Use Permit renewal to allow a car and dog wash establishment in the R1 Zoning District for 5902 E. Riverside Blvd., with the following conditions:

1. The Special Use Permit shall expire with the discontinuance of the business, change in property ownership, or change in business ownership.
2. The Special Use Permit shall expire with verified complaints from adjacent property owners, business owners, or local authorities.
3. The Special Use Permit shall expire after one year.
4. The amended site plan dated June 22, 2018 shall be accepted as the official site plan, which includes the installation of all required elements such as parking, dumpster enclosure, and landscaping.
5. The site plan as approved by the Zoning Board of Appeals shall be tied to the approval of the special use.

Second by Mrs. Nelson. The findings of the facts have been met and discussed in accordance with the zoning recommendations provided.

MOTION APPROVED 6-0

C. APPROVAL OF THE 2019 ZONING BOARD OF APPEALS AND COMMUNITY DEVELOPMENT COMMITTEE MEETING SCHEDULE.

Mr. Kern moved to approve the 2019 Zoning Board of Appeals and Community Development Committee meeting schedule. Second by Mrs. Novak.

MOTION APPROVED BY VOICE VOTE

7. PUBLIC PARTICIPATION AND COMMENT

None

8. General Discussion

None

Mr. Becker that the meeting be adjourned. Second by Mrs. Nelson. Motion carried by voice vote. The meeting adjourned at 5:49 p.m.

Sheila Mills, Secretary



ZONING BOARD OF APPEALS

Community Development Department

Date: December 12, 2018

SUBJECT: A Special Use Permit for a banquet and café establishment in the IL (Light Industrial) Zoning District

SYNOPSIS: The applicant would like to open a wedding or reception hall with a small café open to the public with limited hours.

LOCATION: 6202 Forest Hills Road and 6200 Forest Hills Road

COMPREHENSIVE PLAN: The City of Loves Park Comprehensive Plan identifies the area for the use of light industrial uses.

ZONING DISTRICT:

North	IL (Light Industrial)
South	IL (Light Industrial)
East	R1 Residential
West	IL (Light Industrial)

SOILS: No comment

EXISTING CONDITIONS: None known

RELEVANT PROPERTY INFORMATION The business owner would like to establish a banquet/café establishment at this location. Neither use is permitted inherently in the zoning district. A Special Use Permit is required for this location.

The property is the former site of Betty's Square Dance and Western Store. A Special Use Permit was granted to the previous owner in 1995 to allow a retail store and dance studio. At that time there was a home on this property. The residence was accessory to the store and studio. The home is no longer located at this site. The residence caught fire and was demolished.

The applicant is purchasing 6202 Forest Hills Road with the intent to develop the property as a banquet facility and café. The property will host small receptions and events, up to 100 guest. The space will also include a small café area which will be open to the public.

The applicant, also the owner of the adjacent property to the southwest, will be using the remaining building for the banquet facility and café. The new owners will be bringing the remaining building up to current building code standards for the intended uses.

The required parking for this location is 47 stalls. The parking provided on site will be 35 parking stalls. The remaining parking will be provided at, 6200 Forest Hills Road. The applicant will be providing an additional 14 stalls on this parcel. Both parcels will be connected with a pedestrian sidewalk.

The required landscaping for the business is 3 trees. Two will be placed out on Forest Hills Road, and 1 placed in the interior of the parking lot. The landscape area on Forest Hills will be an 8 ft buffer spanning the width of the parking area. It will contain some combination of shrubs, perennials, and annuals, as will the islands within the parking lot. The landscaping will be supplemented with existing trees of various types.

The business is required to provide a dumpster enclosure. The business owner will be providing a site obscured enclosure next to building.

RECOMMENDATIONS: **Approval** - A Special Use Permit for a banquet facility and cafe establishment in the IL (Light Industrial) Zoning District.

Conditions:

1. The Special Use Permit expires with the change in property ownership of 6202 Forest Hills Road, and/or 6200 Forest Hills Road. The special use expires with the discontinuance of the banquet/café business, or change in business ownership at 6202 Forest Hills Road, and/or 6200 Forest Hills Road.
2. The landscape requirements at 6202 Forest Hills Road shall be completed on or before May 31, 2018.
3. The dumpster enclosure shall be installed at 6202 Forest Hills Road on or before May 31, 2018.
4. The parking lot area, at 6202 Forest Hills Road, shall be striped and curbed on or before May 31, 2018. The parking lot area at 6200 Forest Hills Road shall be striped on or before May 31, 2018.
5. The sidewalk connecting 6202 Forest Hills Road and 6200 Forest Hills Road shall be installed on or before May 31, 2018.
6. There shall be no outside storage of materials at 6200 Forest Hills Road or 6202 Forest Hills Road. All materials related to either property shall be stored behind a site obscuring fence.
7. No outside storage of personal vehicles, recreational vehicles, trailers, rv's, water craft, or mobile homes shall be permitted for 6200 Forest Hills Road or 6202 Forest Hills Road.
8. The special use permit shall expire after 1 year.
9. The site plan, as approved by the Zoning Board of Appeals, shall be tied to the approval of the special use.

ATTACHMENTS: See Attachments

ZONING BOARD

RECOMMENDATIONS: APPROVAL / DENIAL / TABLED

Vote: _____

CONDITIONS:

**AUDIENCE
COMMENTS:**



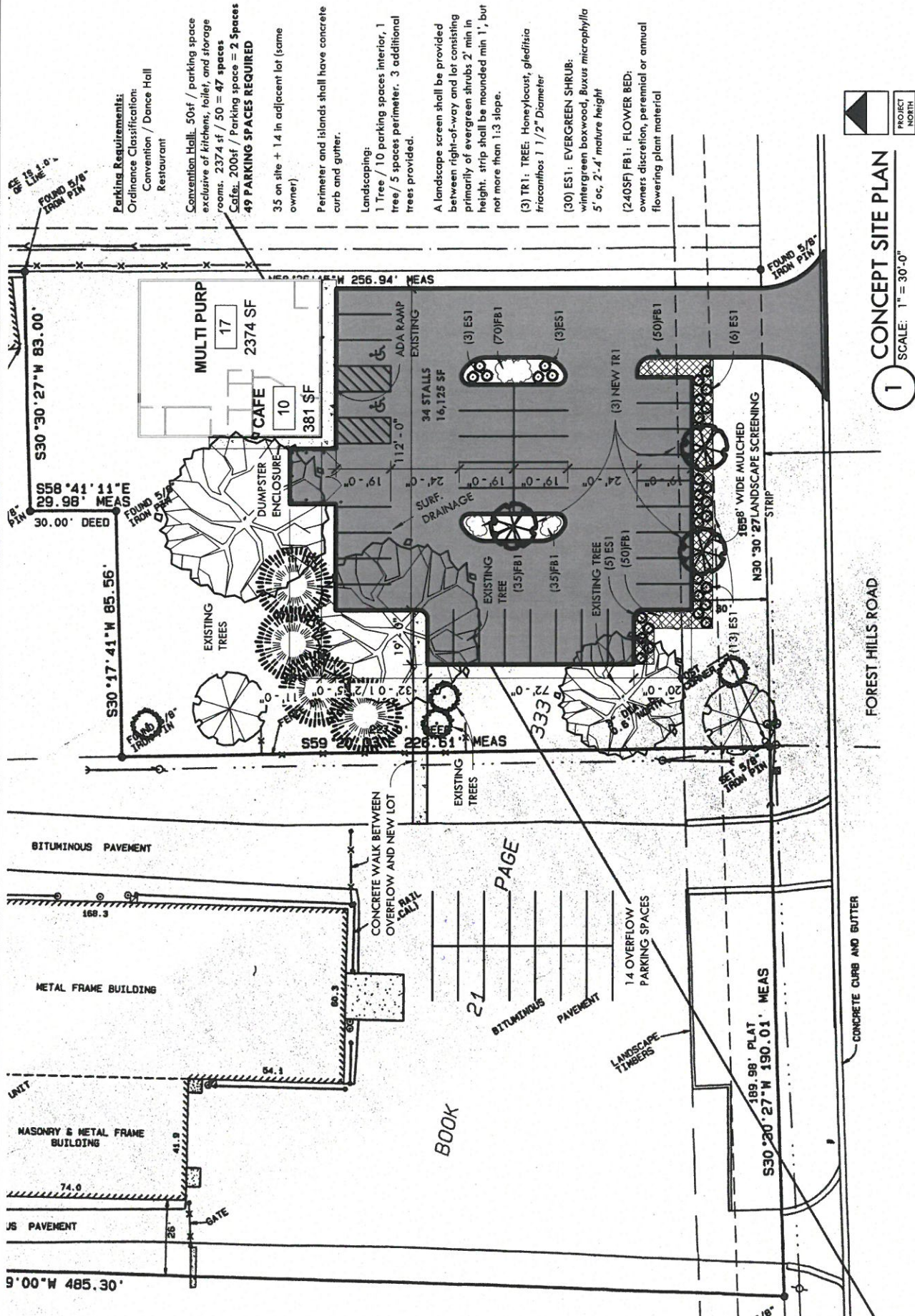
Property Code: 12-05-302-009 & 12-06-478-002

Property Address: 6200 & 6202 Forest Hills Road

Applicant: Architectural Metals
6200 Forest Hills Road
Rockford, Illinois 61111

Property Owner: Architectural Metals
6200 Forest Hills Road
Rockford, Illinois 61111

Property Owner: Robert and Betty Rand
6202 Forest Hills Road
Loves Park, Illinois 61111



FW-120



NEW METAL RAKES TO MATCH
ARCHITECTURAL PANEL

NEW ARCHITECTURAL METAL
PANEL FW120 (SINGLE BEAD)

NEW ACCENT LIGHTING

SIGNAGE

NEW METAL ROOF CANOPY
ON PAINTED STEEL FRAMING

NEW ACCENT LIGHTING

NEW ACCENT
LIGHTING

ARTWORK OR
INFORMATIONAL
DISPLAYS

ARTWORK OR
INFORMATIONAL DISPLAYS

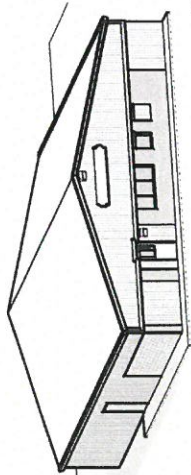
NEW ALUMINUM STOREFRONTS

NEW ALUMINUM ENTRY DOORS

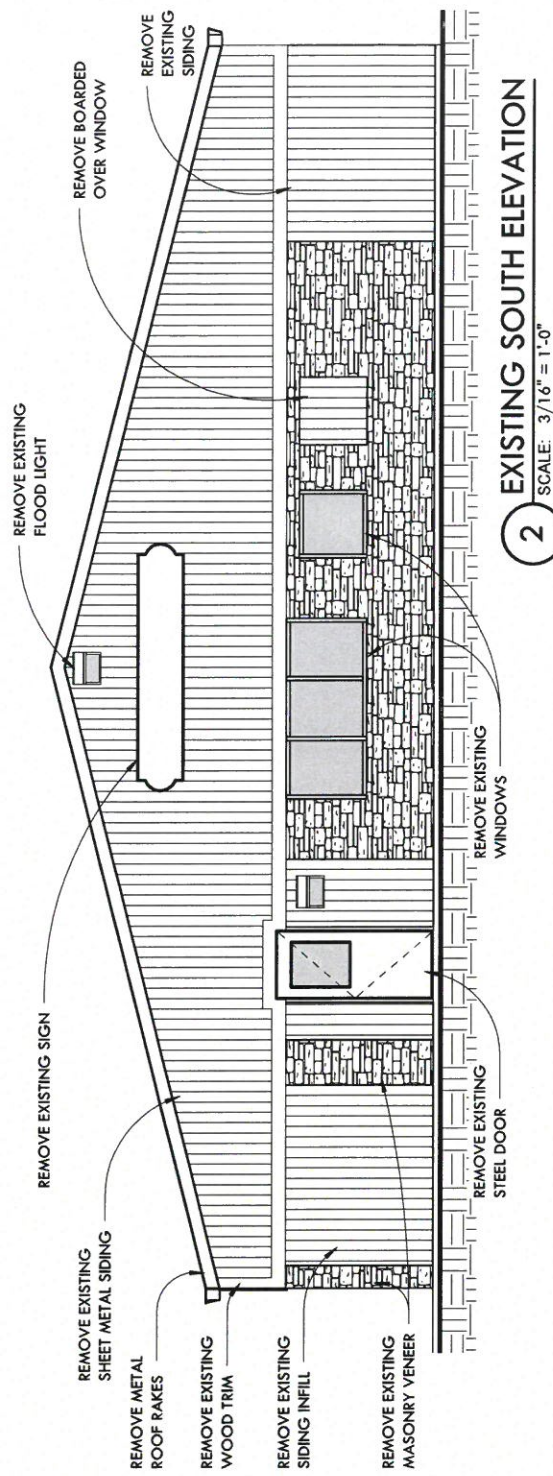
ROOF EAVE
10' - 0"

GROUND FLOOR
0' - 0"

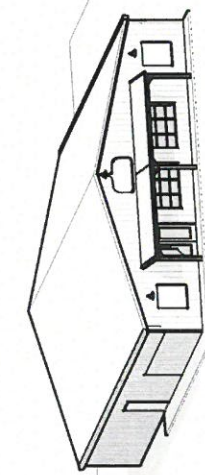
1 RENOVATION SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



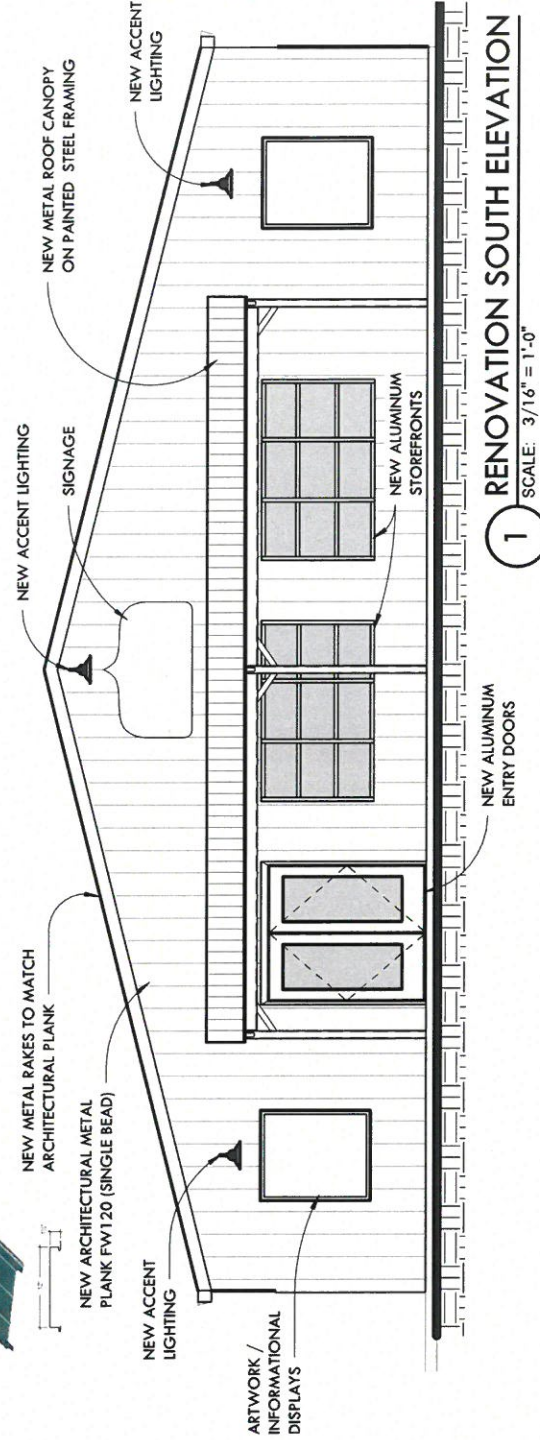
3 EXISTING
SCALE: 3/16" = 1'-0"



2 EXISTING SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



4 RENOVATION CONCEPT
SCALE: 3/16" = 1'-0"



1 RENOVATION SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



Larson & Darby Group
Architecture Engineering Interiors

CONCEPT ELEV

6202 FOREST HILLS RD
01/08/19







Recommended Findings of Fact of City Staff based on the information provided by the applicant

Findings as Required by Loves Park Ordinance - Each enumerated finding must be met before a petition for a special use may be approved.

Mark **"Yes,"** if the findings have been considered and found to be relevant and true. Mark **"No,"** if the findings have been considered and found to be not true. If you mark **"No,"** please explain why in the space provided below each finding. Mark **"N/A,"** if the findings are not applicable to the situation.

Location: 6202 Forest Hills Road and 6200 Forest Hills Road

Staff ZBA

- 1 YES _____ The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare. The use is not likely to have an adverse affect on the public. The property was used for residential living, as well as, served retail uses, and as a dance studio for teaching. The varied uses have been functioning at this location for over 20 years with little to no incidence. The area will likely see increased traffic to this property, however, the area is highly traveled already. The use will bring business to the City, and utilize a structure that is desperately in need of repair.

Reason:

- 2 YES _____ The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood.

The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. The new property owner will be spending money to install a new parking lot, with landscaping, which will improve the property and positively impact the property's value. It will likely increase values to the adjacent property's and maybe even the zoning district as a whole. The owner will be making building improvements to the building bringing it up to code for the use. All of the improvements are positive for this property. The landscaping that is required should improve the area by softening up the view from the street.

Reason:

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

The establishment of the special use will not impede the normal orderly development and improvement of the surrounding property for uses permitted in the district. The development in this area has not changed a whole lot. There has been minor light industrial use additions to the area, and this development will likely enhance the area. It may spur other development in the zoning district, which is needed.

Reason:

- 4 YES _____ Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided.

Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will

be provided. The improvements that will be taking place to the parking area will meet all City standards for those types of improvements. The building will be brought up to code for the uses as well.

Reason:

- 5 YES Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.

Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets. The development of the parking area has been do so to minimize congestion for the property, as well as, for ingress/egress.

Reason:

- 6 YES The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The zoning officer shall forward the board of appeal's decision and records to the city council within ten days after action or within 45 days from the date of the public hearing if no action has been taken by the board of appeals.

These findings are based on staff interpretation of the required findings necessary for approval of a Special Use Permit. The Zoning Board of Appeals must indicate whether or not all the findings have been considered to substantiate the approval of a special use.

These findings have been adopted as the official Findings of Fact for the City of Loves Park, Zoning Board of appeals agenda item: 6202 Forest Hills Road and 6200 Forest Hills Road
Banquet facility and café establishment

Chairman
Alise Howlett

Signature

Date



ZONING BOARD OF APPEALS

Community Development Department

Date: January 11, 2019

SUBJECT: Text amendments to the City's Zoning Code

TEXT AMENDMENT INFORMATION

Text amendment for R2, R3, R3A, and R4, to change the requirements for landscaping to exclude the square feet for recorded easements. The City does not want encourage planting in the easements.

Text amendment to require design standards for the CR and CG zoning districts. The design standards already exist in the East Riverside I-90 Overlay district. City Staff sees that it would be appropriate to apply the same standards for development to these two commercial districts. The aim is to create consistency in design standards for all parts of the city where commercial façade or development may occur.

Text amendment addressing Billboards in the City of Loves Park. The City has little to no performance standards, and requirements regarding billboards. And, as billboard companies move toward digitizing, the City wanted to address modifications or alterations, and adjacent residential uses for these types of businesses.

Text amendment to include motels, and hotels in the East Riverside I-90 Overlay District as special uses.

RECOMMENDATIONS: Approval - TEXT AMENDMENT, CHAPTER 102, DIVISION 2, RESIDENTIAL

Approval - TEXT AMENDMENT, CHAPTER 102, DIVISION 3, COMMERCIAL

Approval - TEXT AMENDMENT, CHAPTER 102, ARTICLE VII, SIGNS

Approval - TEXT AMENDMENT, CHAPTER 102, EAST RIVERSIDE / I-90
OVERLAY DISTRICT

ATTACHMENTS: See Attachments

ZONING BOARD

RECOMMENDATIONS: APPROVAL / DENIAL / TABLED

Vote: _____

CONDITIONS:

**AUDIENCE
COMMENTS:**

Text Amendment of the Loves Park Zoning Ordinance as follows:

Amend Article III, Districts, Division 2, Section 102-153, R2 Two-family residential district, (h), (1) as follows:

1. Points Per Parcel. The required number of points for each parcel shall be determined by dividing the square feet of the parcel by two hundred fifty (250). The formula can be expressed as follows: $\text{POINTS} = \text{SQFT}/250$. The square footage for recorded easements shall not be included in the calculation.

Amend Article III, Districts, Division 2, Section 102-154, R3 Multiple-family residential district, (h), (1) as follows:

1. Points Per Parcel. The required number of points for each parcel shall be determined by dividing the square feet of the parcel by two hundred fifty (250). The formula can be expressed as follows: $\text{POINTS} = \text{SQFT}/250$. The square footage for recorded easements shall not be included in the calculation.

Amend Article III, Districts, Division 2, Section 102-154, R3A Multiple-family residential district, (h), (1) as follows:

1. Points Per Parcel. The required number of points for each parcel shall be determined by dividing the square feet of the parcel by two hundred fifty (250). The formula can be expressed as follows: $\text{POINTS} = \text{SQFT}/250$. The square footage for recorded easements shall not be included in the calculation.

Amend Article III, Districts, Division 2, Section 102-154, R4 Multiple-family residential district, (h), (1) as follows:

1. Points Per Parcel. The required number of points for each parcel shall be determined by dividing the square feet of the parcel by two hundred fifty (250). The formula can be expressed as follows: $\text{POINTS} = \text{SQFT}/250$. The square footage for recorded easements shall not be included in the calculation.

Text Amendment of the Loves Park Zoning Ordinance as follows:

Add Article III, Districts, Division 3, Commercial, Section 102-174, CR retail commercial district, (g), as follows:

g. Commercial material guidelines:

Add Article III, Districts, Division 3, Commercial, Section 102-174, CR retail commercial district, (g), Commercial material guidelines, (1-2) as follows:

1. All building facades, public or private, shall be designed to enhance the character of the zoning district with the use of durable natural materials.

Approved Exterior Materials

- Brick or brick veneer
- Natural stone (limestone, brownstone, lannon stone, marble or granite)
- Concrete tile roofing
- Cement-fiber siding
- Decorative concrete masonry units (CMU) – plain concrete blocks shall not be exposed
- Concrete, including pre-cast panels, shall be used when incorporating color, texture and architectural finish features
- Exterior grade wood – accent only
- Composite or manufactured wood siding – accent only
- Stucco or EFIS – shall not be used on first story, and shall not exceed 30% of wall area
- Vinyl – accent only
- Glass block – only as a feature element, not for glazing or windows
- Brick and stone pavers
- Manufactured stone
- Commercial grade asphalt shingles
- Slate roofing
- Glass
- Metal or synthetic panels – shall not be exceed 20% of the exterior building materials used
- Corrugated metal, or corrugated synthetic materials shall not exceed 20% of the exterior building materials used

Unapproved Exterior Materials

- Aluminum siding
- Veneer based plywood siding
- Plywood panels
- Plexi-glass or resins
- Standing seam or batten seam metal roofing – unless dictated by the specific architectural style
- Painted smooth-faced concrete masonry units – unless used in locations behind screened walls
- Exposed steel framing – unless integral to the design
- T1-11 siding
- Corrugated tin roofing – unless dictated by the specific architectural style
- Smooth or exposed concrete block

2. Building and signage colors shall consist of earth tone, neutral or low reflectivity colors.

Add Article III, Districts, Division 3, Commercial, Section 102-175, CG general commercial district, (g), as follows:

g. Commercial material guidelines:

Add Article III, Districts, Division 3, Commercial, Section 102-175, CG general commercial district, (g), commercial material guidelines, (1-2) as follows:

1. All building facades, public or private, shall be designed to enhance the character of the zoning district with the use of durable natural materials.

Approved Exterior Materials

- Brick or brick veneer
- Natural stone (limestone, brownstone, lannon stone, marble or granite)
- Concrete tile roofing
- Cement-fiber siding
- Decorative concrete masonry units (CMU) – plain concrete blocks shall not be exposed
- Concrete, including pre-cast panels, shall be used when incorporating color, texture and architectural finish features
- Exterior grade wood – accent only
- Composite or manufactured wood siding – accent only
- Stucco or EFIS – shall not be used on first story, and shall not exceed 30% of wall area
- Vinyl – accent only
- Glass block – only as a feature element, not for glazing or windows
- Brick and stone pavers
- Manufactured stone
- Commercial grade asphalt shingles
- Slate roofing
- Glass
- Metal or synthetic panels – shall not be exceed 30% of the exterior building materials used
- Corrugated metal, or corrugated synthetic materials shall not exceed 30% of the exterior building materials used

Unapproved Exterior Materials

- Aluminum siding
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- Exposed steel framing – unless integral to the design
- T1-11 siding
- Corrugated tin roofing – unless dictated by the specific architectural style
- Smooth or exposed concrete block

2. Building and signage colors shall consist of earth tone, neutral or low reflectivity colors.

Text Amendment of the Loves Park Zoning Ordinance as follows:

Add Chapter 102, Article VI, Signs, Section 102-281, Purpose, (d), Billboard, as follows:

Billboard means any structure on which lettered, figured, or pictorial matter is displayed for advertising a business, service, or entertainment which is not conducted on the land upon which the structure is located or products not primarily sold, manufactured, processed or fabricated on such land.

Add Chapter 102, Article VI, Signs, Section 102-288, Billboards, (a - c), as follows:

- (a) *Purpose and Intent.* The City recognizes that billboards are, by their nature, different in scope and purpose from other types of signage in the City. Among other matters, billboards advertise or communicate goods, services, or messages not conducted, sold, or generated on the lot where the billboard is located. Billboards are significantly larger in size than other types of signage allowed in the City and their principal purpose is to dramatically attract the attention of the travelling public. The potential impact of a billboard on adjacent areas is significantly greater than other types of signage. Newer technologies permit billboards to change electronically, utilizing LED or digital type signage. These new technologies have the potential impact of adversely dominating the environment in which they operate due to the light spillover, and light pollution, unless regulated in a reasonable fashion. The intent of this section is to establish size, location, and operating standards and regulations for the modification or alteration of existing billboards, addressing those utilizing these new technologies in order to minimize the secondary effects that can accompany the unregulated display of these types of signs. By regulating the modification or alterations to existing billboards the City is; protecting the character and repose of adjacent areas (with a principal focus on residential neighborhoods), protecting property values in all areas of the City, and reducing traffic and similar hazards caused by undue distractions.
- (b) New billboards are not allowed in the City.
- (c) Modifications or alterations to existing billboards are permitted, by special use permit, upon approval from the Zoning Board of Appeals and City Council, and subject to the following:

Add Chapter 102, Article VI, Signs, Section 102-288, Billboards, (c), (1-12), as follows:

1. Any double-faced billboard having back to back surface display areas is considered to be a single billboard structure with two sign faces. Both sides shall be used at all times. A lapse in usage of a sign face for a period of 30 days shall require that sign face removed from the structure. The sign will be deemed abandoned, thereby eliminating legal non-conforming status for that portion of the billboard.
2. Modifications or alterations to existing billboard structures having more than one surface display area, that are tandem (side-by-side), or stacked (one above the other) are considered two billboards and will not be allowed.

3. Spacing. If modifications or alterations occur to an existing billboard, any billboard (with same ownership) located within a linear mile along a street, must be removed. The distance requirement shall include in its calculation any billboards located outside of the boundaries of the City.
4. Any billboard within a radius of 1,000 feet to a billboard (with same ownership) being modified or altered, regardless of geographic jurisdiction, shall be removed.
5. No existing billboard may be modified or altered if within 200 feet of existing or future residential uses.
6. The billboard shall follow the building setback requirements for the zoning district in which it is located.
7. The surface display area of a billboard shall be measured to include the entire area, display area and frame. Frames and structural members, excluding necessary supports or uprights, shall be included in computation of surface area display.
8. The maximum height of a billboard shall not be any higher than 35 feet above the natural grade of the ground on which the billboard is located.
9. A billboard may be illuminated, and must comply with the standards outlined in Chapter 102, Article VI, Section 102-284. And, shall not project a glare or reflections onto any portion of an adjacent street, roadway, or highway, the path of oncoming vehicles or any adjacent premises.
10. The billboard shall comply with all applicable provisions of federal and state law.
11. Permitting. Modifications or alterations to existing billboards require a City-approved permit. Permits shall be reviewed and issued consistent with the terms of this section, as well as, all other applicable and relevant ordinances of the City.
12. An existing billboard shall be permitted to be repaired as part of regular maintenance. However, if the City's Building Inspector determines that a billboard has been structurally compromised, that billboard shall be removed.

Text Amendment of the Loves Park Zoning Ordinance as follows:

Add Article IX, Chapter 102, Section 102-338, East Riverside/I-90 Overlay District, (d) Permitted Uses, (1) Permitted with a special use permit, (a) Commercial Retail (CR), (xxvi) as follows:

xxvi. Motels, hotels