VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS 200 E. WOOD STREET
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PLAN COMMISSION

MINUTES ● NOVEMBER 5, 2019

Village Hall - Council Chambers **Regular Meeting** **7:00 PM**

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Conrad Hansen	Plan Commissioner	Present	
Dennis Dwyer	Chairman	Present	
Jane Robins	Plan Commissioner	Present	
Patrick Noonan	Plan Commissioner	Absent	
Teri Williams	Plan Commissioner	Present	
Eric Friedman	Plan Commissioner	Present	
Rodney Bettenhausen	Plan Commissioner	Present	
Robert Kolososki	Plan Commissioner	Absent	
Stephen Fedota	Plan Commissioner	Present	

Staff Present: Mr. Ben Vyverberg and Ms. Katie Rivard

II. APPROVAL OF MINUTES

1. Plan Commission - Regular Meeting - Oct 15, 2019 7:00 PM

Ms. Williams made a motion to approve the minutes of the October 15, 2019 Plan Commission meeting; seconded by Mr. Friedman.

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Teri Williams, Plan Commissioner
SECONDER:	Eric Friedman, Plan Commissioner
AYES:	Hansen, Dwyer, Robins, Williams, Friedman, Bettenhausen, Fedota
ABSENT:	Noonan, Kolososki

III. PUBLIC HEARING

1. Northwest Highway Corridor Analysis and Sub-Area Plan Phase 1

   Chairman Dwyer read the notice of public hearing that was published in the Daily Herald on October 21, 2019 and mailed to the owners of the surrounding properties.

   The following petitioner's exhibits were introduced:

1. Public Notice
2. Northwest Highway Corridor Sub Area Plan Map Phase 1
3. Northwest Highway Sub Area Plan Phase 1
4. Northwest Highway Corridor Analysis and Sub-Area Approved Project Appendix

Sworn in Staff: Mr. Ben Vyverberg, Ms. Katie Rivard and Ms. Sanyokta Kapur

Mr. Vyverberg gave a brief overview of the Northwest Highway Corridor Sub Area Plan Phase 1 referring to the PowerPoint slides.

Sworn in Mr. Rob Meyers 285 N. Linden Avenue, Palatine
Mr. Meyers asked for examples of the B-1 and B-2 uses.

Mr. Vyverberg explained the differences between the zoning districts explaining B-2 is more liberal being more of general business category, and the B-1 focuses more on larger shopping districts.
Mr. Vyverberg continued to go through the PowerPoint slides speaking to the study area recommendations.

Mr. Hansen asked if property owners did not want to consolidate and develop together would Staff try to influence and encourage the consolidation.
Mr. Vyverberg stated the Village does not own any private property along the Northwest Highway corridor. He explained when a development is proposed, for example, to develop 5 separate lots, Staff would require them to consolidate during the review process. He further explained the Village would not compel a forced consolidation among multiple owners.

Mr. Vyverberg spoke to the parking challenges referring to the PowerPoint for recommendations and requirements including consolidation of curb cuts and required cross-access.
Mr. Vyverberg went through the PowerPoint recommendation slides including parking and medical/dental office uses.
Mr. Vyverberg spoke to the setbacks of the different zoning districts and the screening and buffer requirements. He spoke to the multi-family uses not being appropriate in certain areas.
He referred to the slides to depicting neighboring municipalities development examples along Northwest Highway.

Mr. Vyverberg spoke to the next steps from a zoning and land use perspective. He stated Staff would be open to review the possibility of multi-family uses along the Northwest highway corridor. Mr. Vyverberg stated Staff would be open creating an overlay district allowing medical uses on single lots as being permitted uses. He explained Staff's intentions are to review again at a future meeting either on November 19th or December 3rd.

Chairman Dwyer asked if Staff has any thoughts or preferences on if redevelopment expands by purchasing property that is residential behind the existing lots.
Mr. Vyverberg explained it could be considered if the development was unified and provided the appropriate screening and buffering for the bordering residential properties, so as not to not impact its use. He spoke to the 2-lot subdivision with the AutoZone and Great Clips center as a development blueprint meeting all of the zoning requirements.

Sworn in Mr. Nicholas Kaza 306 S. Elmwood Avenue, Palatine
Mr. Kaza asked what Staff considers as "low impact". He explained he lives in a residential lot that is located next to a property that has been vacant for 12 years and a condemned building with an alleyway. He asked how this plan affects the abandoned and condemned buildings in Palatine.
Mr. Vyverberg referred to the slide to show the property in question pointing out the proximity of the building to the residential area. He spoke to a proposal that had was approved for a professional office, including a second floor addition, which required setback relief. Ultimately, that development did not move forward. He spoke to previous auto repair use proposal that Staff did not support and was not approved by Village Council. Mr. Vyverberg spoke to the challenges and impact of having commercial property that immediately abuts residential. He spoke to the transition and the setbacks that are required in the R-3 districts explaining Staff would like to see a minimum of 30-foot buffer if a residential property was acquired to mirror a required front yard in the residential districts. Mr. Vyverberg spoke to some low impact options that are permitted uses and the screening, parking and building permit requirements. He further explained some uses require Special Use approvals as well because there is a potential those uses can have further impact on the neighborhood.

Discussion on the difficulty of setbacks on the property due to the lot depth.

Mr. Kaza asked about the alleyway and how it fits into the plan.
Mr. Vyverberg explained alleyways are not permitted as a component of subdivision developments. He spoke to alleyways exist along Northwest Highway and remain open and active. If there is a proposal to vacate the alley, for a development proposal, the Plat Act requires its division from when it came. In this example, half would go to the north and half would go to the south. He further explained the Village would want to maintain access to utilities and any properties that derive access through the alleyway cannot be restricted. Mr. Vyverberg stated from a Staff's perspective the alleyway can be used to provide

the screening and buffering required.

Mr. Vyverberg continued to speak to Staff recommendations referring to the slides. He explained Staff's intention is to walkthrough the initial findings, identify the challenges, and come back to the plan commission with a suggested overlay district that expands the permitted use list. He spoke directly to multi-family uses, and medical and dental uses. Mr. Vyverberg explained it is Staff's direction to recommend utilizing the B-2 standards and use list. He explained they will review any resident and board comments and suggestions and come back to the Plan Commission either on November 19 or first meeting in December to further discuss. He spoke to the vacant buildings stating there is a pending application in for the property at Palatine Road and Northwest Highway that involves both the vacant gas station property, former Teddy's Liquors and the adjacent property to the north.

Mr. Hansen referred to packet page 12 where it reads "Staff is recommending that medical and dental offices on single-user lots are included as permitted uses within the Phase 1 study area." He asked Staff if this will be proposed at the next meeting.
Mr. Vyverberg explained Staff would like to put together their findings and come back with a formal review.
Chairman Dwyer stated it makes sense pointing out Northwest Highway has been developed in a haphazard fashion over decades and it shows. He stated many of the buildings are not what they would like to use for retail anymore so thinks this is appropriate both for the village as well as the businesses and future development.

Mr. Vyverberg stated B-2 doesn't contemplate multi-family pointing out there is a residential use in the Agio Planned Development. He spoke to the appropriate transition area as you hit Kenilworth Avenue going southeast.

Mr. Friedman spoke to the packet including documents from the 2011 Village Council adopted comprehensive plan. He asked about the current process and how it relates procedurally or impacts the plan that is already in place from 8 years ago.
Mr. Vyverberg spoke to the 2011 rewrite to the prior comprehensive plan. He referred to Northwest Highway enhancement report from 1990. He pointed out the consultants reviewed the challenges of Northwest Highway and referred to presentation slide that includes the recommendations of the 2011 plan.

Chairman Dwyer asked if there will be text amendments to the ordinances.
Mr. Vyverberg stated yes explaining in order to create an overlay the Village would have to go through a process.

Chairman Dwyer asked if there could be potential conflicts if someone develops by-right against what the zoning district wants.
Mr. Vyverberg explained that the Sub Area concept would not necessarily remove an ability allowed by the current zoning, but that it typically permits

development potential in addition what is currently permitted.

Staff Recommendation
Mr. Vyverberg stated Staff recommends continuing the matter for discussion to the meeting on the 19th unless additional notice is required and in that case it will be moved to the first meeting in December.

Chairman Dwyer asked if Staff would like to close the meeting and open a new public hearing or adjourn and schedule to a date certain.
Mr. Vyverberg stated Staff would be okay to adjourn to a date certain.

Sworn in Mr. Reyes 203 S. Ashland Avenue, Palatine
Mr. Reyes stated he appreciates the attention to the area. He stressed the importance of crosswalks especially east of Palatine and Northwest Highway. He indicated areas where he feels crosswalks could be used to make the area more walkable.
Mr. Vyverberg pointed out IDOT's control. He explained they have permit review authority along Northwest Highway. He agreed that pedestrian improvements should be reviewed, but noted they would need to work within IDOT review and approval.

Mr. Reyes pointed out the more walkable the more revenue from sales tax. He pointed out there are areas that have no sidewalks. He spoke to consolidated parking areas and how other communities have used vacant lots for additional parking that would setup the Village for increased development. Mr. Reyes asked about the motels in the area and how they relate to the plan.
Mr. Vyverberg explained if the existing uses become non-permitted uses they become nonconforming uses. He further explained if a new use comes in they would have to comply with the screening, parking and setback requirements as well as go through a site plan review with the Village Council. He stated the Village cannot require existing uses to meet today's standards. Ben explained issues are addressed through complaints or through proactive enforcements.

Mr. Reyes understands Staffs' limitations. He stated residents would appreciate proactive enforcement to bring current business up to standards. Mr. Reyes suggested the Village attempt to avoid wedge properties like 406 E. Northwest Highway.

Sworn in Mr. Walter Klis 236 N. Linden Avenue, Palatine
Mr. Klis asked if the 8-foot tall fence screening would be for new development or existing.
Mr. Vyverberg spoke to the grading on the east side of Linden being 4-6 feet below the commercial properties. He explained the present requirements for screening if a commercial property abuts a residential property. Mr. Vyverberg further explained through this review process Staff is suggesting increasing the minimum fence requirements to 8 feet instead of 6 but this requirement would only be for new developments. This would be in addition to the landscaping buffer requirements being standardized.

Mr. Klis spoke to the bushes being removed from his lot which left him with a view of a parking lot and the side of a funeral home. He stated he would like to install an 8-foot fence to screen the lot to provide privacy.
Mr. Vyverberg stated Staff would be happy discuss the options.

Sworn in Mr. Glen McDade Coldwell Banker representing the Busch Family
Mr. McDade asked for a copy of the report.
Mr. Vyverberg stated he would send him a link pointing out the packet is available on the Village website.

Mr. Kaza spoke to the privacy fence installed to the west that was installed without concrete piers and ready to collapse. He asked about current code requirements and reviews or the possibility to add them in the future.

Mr. Hansen made a motion to continue the discussion until the November 19th Plan Commission; seconded by Ms. Williams.

RESULT:	**CONTINUED [UNANIMOUS]**	**Next: 11/19/2019 7:00 PM**
MOVER:	Conrad Hansen, Plan Commissioner	
SECONDER:	Teri Williams, Plan Commissioner	
AYES:	Hansen, Dwyer, Robins, Williams, Friedman, Bettenhausen, Fedota	
ABSENT:	Noonan, Kolososki	

IV. COMMUNICATIONS

A. As Submitted

1. For information and discussion - Village of Palatine - Solsmart designation

Mr. Vyverberg spoke to the assessment done by the Village with SolSmart presented in SolSmart Memo PZD-1a that was included in the Plan Commission packet. He explained as detailed in the memo that the review by SolSmart of the Village's Zoning Ordinance outlined the potential barriers in the current code and the possible gaps that exist. He explained SolSmart is a third party reviewer that identifies solar improvements that can be made from a code perspective as well as an efficiency perspective. Mr. Vyverberg spoke to the changes that can be made to stream line and allow for improvements as they relate. He spoke to the solar array that had come through the zoning process and the solar usages that are currently spread throughout the village. He explained how solar is currently regulated from is a zoning perspective.

Ms. Kapur gave a brief overview of the SolSmart program explaining it is a nationally recognized program that helps cities and villages facilitate the development of solar panels. She further explained they help make the Village a solar friendly community. Ms. Kapur stated they help put the Village on not only the regional map as well as the national map. She explained the process which includes SolSmart coming in and working with the Village to identify any gaps including inspections and permit fees according to industry standards and providing the Village with an analysis. Ms. Kapur spoke to the 3 levels of ratings including Bronze, Silver and Gold explaining currently when the Village of Palatine goes through the process we would be eligible for the Bronze certification making us one of 300+ communities nationwide with that designation.

Mr. Fedota asked about the funding.
Ms. Kapur stated the program is federally funded explaining the only cost includes the staff time working with the SolSmart advisor and the trainings for our internal staff including inspectors and permit department to understand the program and installation in the fields.

Mr. Fedota asked if there are multiple vendors.
Ms. Kapur explained this is the only entity that offers the SolSmart recognition.

Mr. Fedota asked if SolSmart is an installation organization.
Ms. Kapur answered no. She explained their whole premise is energy conservation to make a solar friendly community to market standards pointing out there is a link on the website for more information.

Mr. Friedman stated they seem like an advocacy organization to ensure communities are ready for installations.
Ms. Kapur explained they educate residents as well as staff in terms of installation as well as having an outreach program to advocate this. She stated it helps bring more businesses into the community.

Mr. Fedota asked what it would take to get to higher than the bronze.

Ms. Kapur explained the analysis and the point system. She further explained to achieve silver status there would need to be a letter from the Planning and Zoning Department indicating the items they would like to adapt from the memo as well as items that would not be applicable to our community.

Mr. Fedota asked if it requires implementation.
Ms. Kapur explained it requires analysis and recommendation. She further explained if changes are made to the Zoning Ordinance to implement the recommendations the Village would move to the Gold level.

Chairman Dwyer asked if the Plan Commission is to expect proposed text amendments as a result of this analysis.
Ms. Kapur answered no not for the bronze level. She explained at this level we are raising awareness to the analysis and findings not recommending or advising anything.

Mr. Vyverberg spoke to the findings that the consultant identified explaining they indicated the zoning ordinance is nearly silent to some of these issues. He spoke to the permit process and what is evaluated including height limitations. He spoke to the difference in permit review for solar array versus a roof-top solar panel. Mr. Vyverberg explained Village Council has not given advisement on amending the code but appreciates the third party review of the code to suggest what can be changed as it relates.

Chairman Dwyer asked what needs to be changed to receive bronze status.
Ms. Kapur explained by presenting the findings of the memo to the Plan Commission the Village receives 5 points. She further explained this meeting was to introduce the concept of SolSmart.

Mr. Friedman read a passage from SolSmart's website "Once on a path to designation the first initiative is to establish a vision and concrete goals for the adoption of solar within the community via a formal letter of commitment and to begin tracking key metrics" He asked if the Village of Palatine has already established that type of letter and if so does those goals and metrics live within the Planning and Zoning or Building Department standpoint.
Ms. Kapur explained there was an initial letter to start the program from Harry Spila, Director of Community Services. She explained the letter expressed our curiosity in the program and requested info on what factors would enable Palatine to be a solar friendly community.

Mr. Fedota asked if that meets the required commitment level.
Ms. Kapur stated they would appreciate more but explained it is done in incremental steps.

Chairman Dwyer asked if the statement of vision can be sent to the Plan Commission.

V. ADJOURNMENT