



VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS 200 E. WOOD STREET
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PLANNING AND ZONING COMMISSION

MINUTES • JUNE 25, 2024

Village Hall - Council Chambers

Regular Meeting

7:00 PM

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Patrick Noonan	Commissioner	Present	
Cindy Roth-Wurster	Commissioner	Present	
Eric Friedman	Vice Chairperson	Present	
Jan Wood	Chairperson	Present	
Rodney Bettenhausen	Commissioner	Present	
Robert Kolososki	Commissioner	Present	
Kevin Cavanaugh	Commissioner	Present	
Stephen Fedota	Commissioner	Absent	
Tim Schubert	Commissioner	Present	

II. MEETING MINUTES OF JUNE 11, 2024

1. Planning and Zoning Commission - Regular Meeting - Jun 11, 2024 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Patrick Noonan, Commissioner
SECONDER:	Cindy Roth-Wurster, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Schubert
ABSENT:	Fedota

III. PUBLIC HEARING

1. 1855 N. Hicks Road - a. Final Planned Development, b. Special Use for Fill in a Floodplain c. Preliminary and Final Plat of Subdivision (Plat Consolidation); and d. Rezoning to Planned Development.

FPD-000107-2024 - 1855 N HICKS RD

Notice was published in the Journal & Topics on June 6TH, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. CSEC NARRATIVE FOR PUD APPLICATION FINAL V1
2. FINAL ENGINEERING PLANS V1
3. FINAL ARCHITECTURAL 1855 HICKS RD PUD 5/2/24
4. 1855 HICKS ROAD RENDERING 4.3_V1 ORIGIN
5. PLAT OF SUBDIVISION - CONSOLIDATION - 1855 N HICKS
6. PALATINE GRHM LANDSCPLAN SUBMISSION SET
7. PHOTOMETRIC PLAN
8. 1855 N HICKS STORMWATER MGMNT REPORT
9. ZONING APPLICATION - SIGNED V1
10. PUBLIC NOTICE

Background:

Mr. Vyverberg explains that the petitioners, Housing Opportunity Development Corporation (HODC) and Shelter, Inc., initially received Preliminary Planned Development approval in August 2023 for a 12-bedroom residential facility. The property now consists of three vacant lots and the petitioners proposes to redevelop the property with a new approximately 6,000 square foot residential building, with 12 bedrooms for 12 residents. The building also includes office space for support staff and counseling administration, to be staffed by Shelter, Inc.

Sworn in petitioner: Richard Koenig, Executive Director, Housing Opportunity Development Corporation - 5340 Lincoln Ave., Skokie, IL - he states the development team is also present for questions or clarifications, if needed.

Mr. Koenig explains that HODC has been a non-profit organization for 50 years, dedicated to ending the cycle of child abuse and operating safe homes and shelters. They have worked within the Palatine community for the past 30 years, focusing on helping families, seniors, and people with disabilities who need shelter or housing. The proposed new site aims to address a critical need in Illinois by creating a 12-bedroom house that provides a stable environment for victims of sexual abuse or human trafficking. The facility will include case

workers and 24/7 staffing on-site, employed by Shelter, Inc. The average stay for residents will be 6 months to 2 years, offering long-term support and services to help individuals achieve stability in their lives.

Mr. Koenig emphasizes that safety is their top priority. All residents will be thoroughly screened before being accepted into the program. The property will be fenced on three sides, equipped with cameras outside and in common areas inside the residence. No signage will be displayed, and the proximity to the police station, which is just two minutes away, enhances safety. He also mentions that the proposed development will add value to the surrounding properties. The existing dilapidated home has been demolished, and the new home will feature modern, energy-efficient, and code-compliant systems, including sprinklers.

Stormwater mitigation will be implemented on-site, reducing runoff and positively impacting stormwater management. The development is not expected to affect current traffic conditions significantly, as residents will not have cars, and staff will have no more than four vehicles. Construction is also expected to have minimal impact, as the building's exterior will be pre-manufactured, and shipping containers will be used for the interior construction foundations. This approach will ensure quick construction with minimal disruption to neighbors.

The new home will be situated on a three-acre wooded site, with efforts to preserve most trees and wetlands. The landscaping plan includes additional trees, shrubs, perennials, and groundcover around the building. There will be a courtyard on the west side of the building with further landscaping, and the building will be set back to minimize visibility from the road.

Since the original Planned Development meeting 11 months ago, the project has secured funding from DCFS, the existing dilapidated home has been demolished, and architectural and engineering plans have been completed. Mr. Koenig notes that site issues were identified during the engineering plans, leading to a change in the building's orientation from west-facing to north-facing. The revised plan includes 19 parking spaces.

Sworn In: Stan Kranenburg, V3 Companies - 7325 Janes Ave., Woodridge, IL

Mr. Kranenburg explains that after receiving preliminary approval, it was discovered that the original building site was on a floodplain. Instead of filling in the area and requesting FEMA to remap the floodplain, the decision was made to relocate the building to the high point of the site. This new location not only expedites the project timeline but also helps to preserve the site's natural characteristics and existing wetlands. This strategic move ensures that the development aligns better with environmental considerations and regulatory requirements.

Commissioner Friedman asks about any leveling or filling in the floodplain.

Mr. Kranenburg points out the floodplain location on the engineering plan, explaining that only a minimal amount of fill will be required for the driveway. He confirms that the access road has been relocated, ensuring easy access in and out during a flood event. The proposed fill is limited to what is necessary for the driveway installation, meets MWRD requirements, and has been approved by the

Village Engineer.

Commissioner Friedman observes that the updated site plan includes an outdoor recreation area, noting that this is a new addition.

Mr. Koenig explains that the outdoor space is intended for informal use by the residents and is part of the landscape plan.

Commissioner Friedman asks if there is any hardscape in the outdoor area.

Mr. Koenig clarifies that it will be a mulched area, not landscaped.

Commissioner Bettenhausen notes that the fencing only secures three sides of the property.

Mr. Koenig responds by explaining that the access road is visually monitored, and he believes it does not require a fence. He also states that security cameras will be in place 24/7, and this area will be part of the continuous monitoring system.

Chairman Wood inquires if family visits would be allowed.

Mr. Koenig states that family visits would be prearranged and monitored by staff, with no walk-in visits, and most likely conducted off-site.

Chairman Wood asks if there is any background information on other locations, and since there is no facility like this in Illinois, whether there is information from other states.

Mr. Koenig responds that Carina Homann Santa Maria from Shelter, Inc. is better qualified to answer that question. Although she is not currently at the meeting, she is expected to arrive before final deliberations.

Chairman Wood then asks for information regarding the residents attending school.

Mr. Koenig explains that Carina is also better suited to answer this question but adds that residents will have study areas within the facility. The intent is to gradually reintegrate them into a normal life, including attending local schools, through a gradual process.

Commissioner Kolososki asks for clarification on the ADA entrance, noting that it appears to be the furthest from the parking lot.

Sworn In: Clifford Town - Town Studio Architects -1297 Shermer Rd., Northbrook, IL

Mr. Town addresses the question, stating that the main entrance is built to code and is ADA compliant. He further states that the rear entrance is to code for a secondary exit and there is a ramp at both exits and the rear is a secondary.

Commissioner Kolososki inquires if there will be lighting at this entrance.

Mr. Town confirms that security lights will be installed along the full perimeter of the building, ensuring adequate lighting at the ADA entrance.

Commissioner Bettenhausen notes the outdoor patio and expresses concern about safety or wheelchair accidents should there be any handicapped residents, mentioning the risk of rolling into the pond.

Mr. Town states that the ramp can be redirected and railing installed to avoid potential accidents, and this will be noted in the final drawings.

Commissioner Bettenhausen notes that on the civil drawings show the

crawlspace and the landscape plans do not.

Mr. Town states it will be synced - it was a recent add and added a secondary means out of the crawl as a security.

Commissioner Bettenhausen asks if it will be locked.

Mr. Town states it is locked at the inside for safety reasons.

Commissioner Friedman asks if the residents will be able to go anywhere on foot.

Mr. Koenig states that the shelter would provide any needed transportation.

Further discussion regarding residents and how their time would be spent.

Mr. Koenig states that there is no fixed schedule for the residents. The goal is to work with them individually to help them get back to a normal lifestyle while looking for a permanent solution. He explains that the residents will have structured support, including counseling and case management, to assist them in this transition period. Activities and programs will be tailored to meet the needs of each resident, ensuring they have the necessary resources and guidance to achieve stability and independence.

Commissioner Roth-Wurster asks about the filling in of the flood plain and notes that the creek running through the property at the back may have a tendency to fill and wonders how it will impact the tributary work and if the added storm water will impact the natural flow.

Mr. Kranenburg, notes that there is both a Flood Plain and a Flood Way associated with the creek. He clarifies that they are not doing any filling or modifications to the flood way, as this would require special permitting. He explains that the flood plain is used for flood storage, and the fill being added is only to accommodate the access drive. He further states that the compensatory storage being provided exceeds the minimum requirements, ensuring that the added storm water will not negatively impact the natural flow of the creek or the surrounding area.

Commissioner Cavanaugh asks what type of fencing will be installed.

Mr. Koenig states that it will be 6' wood privacy fence - Board on Board

Mr. Vyverberg provides an overview of the discussion and states that the Final Planned Development has slight modifications to the building location and will be constructed mainly of pre constructed materials. Petitioner and contractor have met with building staff and code reviewers and both have expressed their approval of the final plans.

Resident: Dennis Dwyer - 1032 W Raven Ln.

Mr. Dwyer asks how project is being funded.

Mr. Koenig states it is funded by DCFS

Mr. Dwyer asks if he can provide per person cost to that of an out of state facility

Mr. Koenig does not have that information and states the goal is to keep families in state.

Mr. Dwyer is disappointed that this information is not available and further inquired about the background of the residents.

Mr. Vyverberg states that from a Staff perspective, the question is not relevant to the requested Final Planned Development, Preliminary and Final Plat of Subdivision/Consolidation, Special Use and Rezoning to Planned Development.

Resident: John Schuh - 405 E Diane Dr

Mr. Schuh states his property is on the other side of the creek and asks how close the resident will be to the creek.

The plans are referred to and he is satisfied with the distance to his house.

Sworn In: Carina H. Santa Maria - Executive Director of Shelter, Inc. - Owner and Operator of the proposed property.

Chairman Wood asks Ms. Santa Maria if, in her experience, security could be an issue with traffickers trying to locate or access the site.

Ms. Santa Maria states that other areas servicing similar residents have not encountered issues with individuals trying to approach the residents.

Chairman Wood asks if visitors would be allowed.

Ms. Santa Maria explains that all visits would be monitored, and case workers would decide if a visit is permitted. She adds that DCFS oversees the policies, and supervised visits may be allowed based on their guidelines.

Commissioner Friedman notes that the proximity is a good use with minimal risks to surrounding residents. He mentions that the original plan had security gates, but the new plan has eliminated them and wonders why.

Ms. Santa Maria states that due to donations, the high-level security monitoring systems will compensate for the removal of the security gates.

Commissioner Noonan asks if the residents will have the freedom to enjoy the space and roam the premises unsupervised and how they would get to jobs or school.

Ms. Santa Maria explains that transportation to schools would be provided by the district. She adds that there would be two vehicles for the residence, which would be used to transport residents to doctors' appointments or other necessary appointments.

Commissioner Bettenhausen inquires about the security monitoring and asks if it would be monitored 24/7.

Ms. Santa Maria confirms that it would be monitored 24/7.

STAFF RECOMMENDATION:

The Final Planned Development conforms to the Preliminary Planned Development requirements. Shelter Inc. and HODC have established operational histories for existing projects in the Village. Additionally, Shelter Inc. has identified an unmet need in the State to serve a supportive housing need. With the existing encumbrances on the property, Staff agrees that the proposed is an appropriate use and it conforms with the 2011 Comprehensive Plan

recommendations for a multi-family use of this section of Hicks Road. Therefore, Staff recommends approval of the Final Planned Development, Preliminary and Final Plat of Subdivision (Plat of Consolidation), Special Use for Fill in a Floodplain, and Rezoning to Planned Development, subject to the following conditions:

1. The development shall substantially conform to the required Preliminary Planned Development conditions, and the engineering plans by V3, last revised as part of the Final Planned Development submission, the architectural plans by Town Studios, last revised on 5/2/24, and submitted elevations, and the landscaping plans by IRG, Inc., except as such plans may be changed to conform to Village Codes and Ordinances.
2. The Final Engineering Plans and EEOPC shall be submitted in a manner acceptable to the Village Engineer and shall include cash in lieu of sidewalks along the Hicks Road frontage.
3. The final landscaping and plan shall be revised in a manner acceptable to the Director of Planning and Zoning.
4. All required extra agency permits shall be submitted in a manner acceptable to the Village Engineer.
5. In conjunction with the building permit application, a construction management plan shall be submitted in a manner acceptable to Village and shall outline the proposed development schedule, identify the material delivery routes, and proposed parking areas for the contractors.
6. A \$50,000 Planned Development letter of credit shall be submitted in a manner acceptable to the Director of Planning and Zoning and Village Engineer.
7. The Public Improvement Letter of Credit in an amount of 115% of the require public improvements shall be submitted in a manner acceptable to the Village Engineer and Director of Planning and Zoning and pursuant to the Code requirements. Review fees, based upon the finally accepted EEOPC, shall be submitted in a manner acceptable to the Village Engineer.
8. Any proposed changes to the designated operator (Shelter, INC.) or the developer (Shelter, Inc., HODC, or some partnership between Shelter, Inc. and HODC) shall require Village review and approval, including a Public Hearing before the Planning and Zoning Commission and/or Village Council review, as determined by the Village Manager.
9. The final Shelter Inc. business and operations' plan shall be revised in a manner acceptable to the Police Chief and Village Attorney.
10. Any proposed changes to the final Shelter Inc. business and operation plan shall require additional Village review and approval. This may include another Public Hearing before the Planning and Zoning Commission and/or Village Council review, as determined by the Village Manager.

11. In addition to ongoing meeting and discussion with Shelter Inc. and the Police Department, the Village and Police Department shall conduct a 6-month and 9-month operational review of the residential use and, if determined necessary by the Staff review, an additional Village Council review may be required. If additional Village Council review is required, the Village Council reserves the right to impose any additional conditions on the Planned Development, at such time of the review. Nothing shall preclude the Village from any other enforcement and/or compliance actions afforded under the Code of Ordinances and Planned Development Ordinance.

There were no further questions. The public hearing was closed.

Commissioner Cavanaugh Made a motion to approve subject staff's conditions; seconded by Commissioner Bettenhausen.

DELIBERATIONS:

Commissioner Friedman states that the site plan changes made due to the flood plain result in a better layout for the residents functionally, as well as for security and safety. He expresses satisfaction with the updates.

Chairman Wood agrees that the design changes are improvements. She emphasizes that the health, safety, and welfare of the surrounding properties will not be negatively impacted and that the request will serve a greater purpose and cause. She highlights that there are no negative effects on the surrounding properties and praises the proven reputation of the organization. She notes that village staff and the police department have been actively involved and that this is a well-thought-out plan developed with expertise. She expresses confidence in the proposal, stating that it has met the standards and she is happy to have it in their town.

Commissioner Roth-Wurster acknowledges that many issues have been addressed and that due diligence has been done. She highlights Shelter, Inc.'s positive track record and states that this is a good use of the land.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item will tentatively go to Village Council on July 15th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Kevin Cavanaugh, Commissioner
SECONDER:	Rodney Bettenhausen, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Schubert
ABSENT:	Fedota

IV. COMMUNICATIONS

V. ADJOURNMENT