

**MINUTES
CITY OF ST. CHARLES, IL
PLAN COMMISSION
TUESDAY, OCTOBER 2, 2018**

Members Present: Chairman Wallace
Vice Chairman Kessler
James Holderfield
Tom Pretz
Laura Macklin-Purdy
Jeff Funke
Tom Schuetz

Members Absent: David Pietryla
Peter Vargulich

Also Present: Ellen Johnson, Planner
Russell Colby, Community Development Manager
Rachel Hitzemann, Planner
Court Reporter

1. Call to order

Chairman Wallace called the meeting to order at 7:00 p.m.

2. Roll Call

Vice Chairman Kessler called the roll. A quorum was present.

3. Presentation of minutes of the September 4, 2018 meeting of the Plan Commission.

Motion was made by Mr. Kessler, seconded by Mr. Pretz, and unanimously passed by voice vote to approve the minutes of the September 4, 2018 Plan Commission meeting.

PUBLIC HEARING

**4. Saddlebrook Executive Offices (St. Charles Commercial Center PUD) (Justin Heinz)
Application for Special Use (PUD Amendment)**

The attached transcript prepared by Planet Depos Court Reporting is by reference hereby made a part of these minutes.

Motion was made by Mr. Kessler and seconded by Ms. Purdy to close the public hearing.

Roll Call Vote:

Ayes: Holderfield, Pretz, Kessler, Wallace, Schuetz, Funke, Purdy

Nays:

Absent: Pietryla, Vargulich

Motion carried: 7-0

MEETING

- 5. Saddlebrook Executive Offices (St. Charles Commercial Center PUD) (Justin Heinz)**
Application for Special Use (PUD Amendment)

The attached transcript prepared by Planet Depos Court Reporting is by reference hereby made a part of these minutes.

Motion was made by Mr. Kessler and seconded by Mr. Pretz to recommend approval of the Application for Special Use (PUD Amendment) for Saddlebrook Executive Offices, St. Charles Commercial Center PUD, subject to resolution of outstanding staff comments.

Roll Call Vote:

Ayes: Holderfield, Pretz, Kessler, Wallace, Schuetz, Funke, Purdy

Nays:

Absent: Pietryla, Vargulich

Motion carried: 7-0

- 6. Additional Business from Plan Commission Members or Staff**
- 7. Weekly Development Report**
- 8. Meeting Announcements**
- a. Plan Commission
Tuesday, October 16, 2018 at 7:00pm Council Chambers
***Tuesday, November 6 – NO MEETING (Election Day)
Tuesday, November 20, 2018 at 7:00pm Council Chambers – Reschedule to 11/13/18
Tuesday, December 4, 2018 at 7:00pm Council Chambers
- b. Planning & Development Committee
Monday, October 8, 2018 at 7:00pm Council Chambers
Monday, November, 12, 2018 at 7:00pm Council Chambers
- 9. Public Comment**
- 10. Adjournment at 7:19 p.m.**



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Transcript of Saddlebrook Executive Offices (Application For Special Use(PUD Amendment))

Date: October 2, 2018

Case: St. Charles Plan Commission

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BEFORE THE PLAN COMMISSION
OF THE CITY OF ST. CHARLES

-----x
In Re: Saddlebrook :
Executive Offices (St. :
Charles Commercial Center :
PUD), Application for :
Special Use (PUD Amendment) :
-----x

HEARING
St. Charles, Illinois 60174
Tuesday, October 2, 2018
7:00 p.m.

Job No.: 168456
Pages: 1 - 24
Reported by: Joanne E. Ely, CSR, RPR

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HEARING, held at the location of:

ST. CHARLES CITY HALL
2 East Main Street
St. Charles, Illinois 60174
(630) 377-4400

Before Joanne E. Ely, a Certified Shorthand
Reporter, and a Notary Public in and for the State
of Illinois.

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PRESENT:

- TODD WALLACE, Chairman
- TIM KESSLER, Vice Chairman
- JEFFREY FUNKE, Member
- JAMES HOLDERFIELD, Member
- LAURA MACKLIN-PURDY, Member
- TOM PRETZ, Member
- TOM SCHUETZ, Member

ALSO PRESENT:

- RUSSELL COLBY, Community & Economic
Development Manager
- ELLEN JOHNSON, Planner
- RACHEL HITZEMANN, Planner

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P R O C E E D I N G S

CHAIRMAN WALLACE: The St. Charles Plan
Commission will come to order.
Tim, roll call.
VICE CHAIRMAN KESSLER: Holderfield.
MEMBER HOLDERFIELD: Here.
VICE CHAIRMAN KESSLER: Schuetz.
MEMBER SCHUETZ: Here.
VICE CHAIRMAN KESSLER: Funke.
MEMBER FUNKE: Here.
VICE CHAIRMAN KESSLER: Pretz.
MEMBER PRETZ: Here.
VICE CHAIRMAN KESSLER: Purdy.
MEMBER MACKLIN-PURDY: Here.
VICE CHAIRMAN KESSLER: Wallace.
CHAIRMAN WALLACE: Here.
VICE CHAIRMAN KESSLER: Kessler, here.
CHAIRMAN WALLACE: All right. Item 3 on
the agenda is the presentation of the minutes of
the September 4th, 2018, meeting of the Plan
Commission.
Is there to motion to approve?
VICE CHAIRMAN KESSLER: So moved.
MEMBER PRETZ: Second.

1 CHAIRMAN WALLACE: It's moved and
2 seconded. All in all favor.

3 (Ayes heard.)

4 CHAIRMAN WALLACE: Opposed.

5 (No response.)

6 CHAIRMAN WALLACE: It passes unanimously.
7 Item 4 on the agenda is a public hearing,
8 Saddlebrook Executive Offices, St. Charles
9 Commercial PUD, Justin Heinz, Application for
10 special use, PUD amendment.

11 I don't think that we really need to go
12 through the regular spiel, but what we're going to
13 do is -- I'm assuming you're going to give
14 testimony?

15 MR. MEISINGER: Yes.

16 CHAIRMAN WALLACE: Raise your hand.

17 (Witness duly sworn.)

18 CHAIRMAN WALLACE: All right. And when
19 you speak, if you can just approach the lectern
20 and state your name, spell your last for the
21 record, state your address; and after you provide
22 the information, we will ask questions.

23 And if we feel that we have enough
24 information to vote upon this application, we will

1 close the public hearing, and it's up for action
2 as Item 5 on the agenda.

3 Any questions?

4 MR. MEISINGER: I don't think so.

5 CHAIRMAN WALLACE: Okay. Anything from
6 staff first?

7 MS. JOHNSON: No.

8 CHAIRMAN WALLACE: All right.

9 MR. MEISINGER: Dan Meisinger. That's
10 M-e-i-s-i-n-g-e-r. I'm a commercial real estate
11 broker with the Shodeen Group out of Geneva.

12 We are here -- well, I am here on behalf
13 of Shodeen Group and on behalf of Justin Heinz,
14 who was not able to make it tonight.

15 We are proposing an amendment to the PUD
16 to include personal services at our property.

17 Would you like to hear which ones or
18 how --

19 CHAIRMAN WALLACE: Well --

20 VICE CHAIRMAN KESSLER: Can I ask some
21 questions?

22 CHAIRMAN WALLACE: We'll go ahead and ask
23 questions.

24 MR. MEISINGER: Sure.

1 VICE CHAIRMAN KESSLER: Do you have a
2 potential tenant now?

3 MR. MEISINGER: The one that I have with
4 the most interest right now that kind of sparked
5 us to do this -- I've been getting increasing
6 calls in this field of personal services.

7 This person who wants to rent, they want
8 to do like 3,000 square feet, taking a former
9 medical space and turning it into luxury suites
10 for, like, beauty services, so hairdresser, nails,
11 eyebrows, you know, dermatological, you know, type
12 stuff. So she would rent those out as individual
13 suites. She would oversee all of them.

14 VICE CHAIRMAN KESSLER: So she would rent
15 multiple units? Multiple units from you?

16 MR. MEISINGER: Correct. Yeah. So she is
17 taking 3,000 square feet; and then within that
18 3,000 square feet, she'll have about eight
19 different salon uses, rooms, if you will, to rent
20 to various people.

21 VICE CHAIRMAN KESSLER: Is massage in
22 there at all?

23 MR. MEISINGER: She hasn't indicated that
24 yet, but it could be. You know, it could be one

1 of the people that rent from her could be a
2 masseuse, yes.

3 VICE CHAIRMAN KESSLER: All right.

4 MEMBER SCHUETZ: I don't see masseuse
5 under the personal list.

6 VICE CHAIRMAN KESSLER: I believe it is;
7 is that correct, Russ?

8 MEMBER MACKLIN-PURDY: It's not listed.

9 MR. COLBY: Yes. It's a general category
10 of businesses that provide services directly to
11 customers. So it doesn't itemize all of the
12 included uses that might fall under it. It's a
13 general category. Under our ordinance, we would
14 include a massage business.

15 CHAIRMAN WALLACE: Okay.

16 MEMBER SCHUETZ: Do you know what all of
17 the total square footage of that area is, of all
18 the building structure?

19 MR. MEISINGER: Of the two buildings we
20 have over there, You're at 16,000 square feet.

21 MEMBER SCHUETZ: And somebody is
22 interested in 3,000?

23 MR. MEISINGER: 3,000, correct.

24 MEMBER SCHUETZ: Okay.

1 MR. MEISINGER: But I've got about 6,000
2 square feet of vacant space right there, right
3 now.

4 CHAIRMAN WALLACE: Any other questions?

5 VICE CHAIRMAN KESSLER: Yes, I do.

6 It's not specifically related to that
7 building but what was the -- what kind of
8 detention is behind there? Did you just clean it
9 out?

10 MR. MEISINGER: To the best of my
11 knowledge, I think they had to increase its
12 capacity. So I think they had to dig out a few
13 feet in order to have the proper storm drainage
14 control.

15 VICE CHAIRMAN KESSLER: And was it for
16 that property?

17 MR. MEISINGER: It's for the new
18 development, for the Prairie Center. So a lot of
19 that ties into that. So they had to increase some
20 of the storm sewer size and such.

21 VICE CHAIRMAN KESSLER: Where are the
22 cats? Just kidding.

23 MR. MEISINGER: I got it.

24 VICE CHAIRMAN KESSLER: Okay.

1 CHAIRMAN WALLACE: Anything else?

2 (No response.)

3 CHAIRMAN WALLACE: All right. If we have
4 enough information, is there a motion to close the
5 public hearing?

6 VICE CHAIRMAN KESSLER: So moved.

7 MEMBER MACKLIN-PURDY: Second.

8 CHAIRMAN WALLACE: I heard Laura first.

9 It's been moved and seconded. Any

10 discussion on the motion?

11 (No response.)

12 CHAIRMAN WALLACE: All right.

13 Tim.

14 VICE CHAIRMAN KESSLER: Holderfield.

15 MEMBER HOLDERFIELD: Yes.

16 VICE CHAIRMAN KESSLER: Schuetz.

17 MEMBER SCHUETZ: Yes.

18 VICE CHAIRMAN KESSLER: Funke.

19 MEMBER FUNKE: Yes.

20 VICE CHAIRMAN KESSLER: Pretz.

21 MEMBER PRETZ: Yes.

22 VICE CHAIRMAN KESSLER: Purdy.

23 MEMBER MACKLIN-PURDY: Yes.

24 VICE CHAIRMAN KESSLER: Wallace.

1 CHAIRMAN WALLACE: Yes.

2 VICE CHAIRMAN KESSLER: Kessler, yes.

3 CHAIRMAN WALLACE: All right. That
4 concludes Item 4.

5 Item 5 is Saddlebrook Executive Offices,
6 St. Charles Commercial Center PUD, Justin Heinz,
7 application for special use, PUD amendment.

8 Is there a motion?

9 VICE CHAIRMAN KESSLER: I'd make a motion
10 to recommend approval of Saddlebrook Executive
11 Offices, St. Charles Commercial Center PUD, Justin
12 Heinz, Dan Meisinger in his place, application for
13 special use, PUD amendment, subject to resolution
14 of all outstanding staff comments.

15 CHAIRMAN WALLACE: All right. It's been
16 moved and seconded.

17 Any discussion on the motion?

18 (No response.)

19 CHAIRMAN WALLACE: Tim.

20 VICE CHAIRMAN KESSLER: Holderfield.

21 MEMBER HOLDERFIELD: Yes.

22 VICE CHAIRMAN KESSLER: Schuetz.

23 MEMBER SCHUETZ: Yes.

24 VICE CHAIRMAN KESSLER: Funke.

1 MEMBER FUNKE: Yes.

2 VICE CHAIRMAN KESSLER: Pretz.

3 MEMBER PRETZ: Yes.

4 VICE CHAIRMAN KESSLER: Purdy.

5 MEMBER MACKLIN-PURDY: Yes.

6 VICE CHAIRMAN KESSLER: Wallace.

7 CHAIRMAN WALLACE: Yes.

8 VICE CHAIRMAN KESSLER: Kessler, yes.

9 CHAIRMAN WALLACE: All right. That

10 concludes Item 5 on the agenda.

11 Thank you.

12 MR. MEISINGER: Okay. That's it?

13 Thank you very much. You guys have a
14 great night.

15 CHAIRMAN WALLACE: No. 6, additional
16 business for Plan Commission members or staff.

17 MR. COLBY: I'm going to make a brief
18 presentation about the upcoming comprehensive plan
19 update.

20 You may have seen an e-mail that came out
21 from Rita talking about a tour to downtown
22 Naperville. One of the reasons this was suggested
23 is that the City Council has provided us with
24 direction that they'd like to amend the

1 comprehensive plan specifically for the downtown
2 subarea.

3 The main point of discussion will be this
4 exhibit in the plan, which is the downtown
5 catalyst development site. These are unutilized
6 properties that were identified during the 2013
7 comprehensive plan process that had some
8 development potential.

9 What we propose to do in this amendment is
10 reassess each of these sites and prioritize
11 development opportunities based on current
12 conditions, reflect the progress that's occurred
13 on First Street, and also this would be setting
14 the stage for the City to commit resources to
15 future development projects.

16 That boundary shows the First Street
17 development, the parcels that are included within
18 that area.

19 And sort of one of the main impetuses for
20 this project is what the City is going to do with
21 the police station property -- I'll show you where
22 the City is constructing a new police station in
23 the Valley Shopping Center site -- and so that
24 property will become available for reuse or

1 potential redevelopment.

2 There's also interest in looking at
3 redevelopment options for the northwest quadrant
4 area, which is the large catalyst sites A, B, and
5 C; and those properties along with the police
6 station are both directly related to what
7 improvements the City may make along the
8 riverfront in connection with the active river
9 initiative and the river corridor plan that was
10 put together a couple years ago.

11 MEMBER MACKLIN-PURDY: I have a question.

12 MR. COLBY: Yes.

13 MEMBER MACKLIN-PURDY: The police station
14 property, the municipal building is part of that?

15 MR. COLBY: So we just identified on here
16 that that is all of the properties and that
17 boundary is what the city owns.

18 MEMBER MACKLIN-PURDY: Okay.

19 MR. COLBY: The police station site is the
20 focus, but it sort of involves potentially some of
21 the parking lots around the building. So it's
22 really just sort of identifying that those are all
23 under common ownership.

24 MEMBER MACKLIN-PURDY: Okay.

1 MR. COLBY: The scope of what will be
2 considered and which property is something that
3 will come out of the process.

4 But as I mentioned, the thought is that
5 this area north of Main Street is going to be more
6 visionary, big picture planning. We're looking at
7 potentially significant changes to the form of the
8 development that's there and the character of
9 those areas versus to the south of Main Street,
10 for the most part, it's more infill parcels and
11 opportunities for smaller scale redevelopment,
12 individual sites that sort of fall within the same
13 framework of the downtown that exists today.

14 So the timeline -- starting in November,
15 we'll be presenting background information for the
16 benefit of the Plan Commission and also to sort of
17 document what work has been done with downtown
18 planning the last few years.

19 That would include reviewing the 2013
20 comprehensive plan information for the downtown,
21 the focus area plan, the 2015 river corridor
22 master plan, which is the document that is
23 referred to as the active river project. The
24 recommendations that came out of that are

1 contained in that plan.

2 Soon the City will be undertaking an
3 economic analysis of that river corridor plan to
4 look at what potential benefits are offered in
5 terms of tourism and development should some of
6 those improvements to the riverfront be made.

7 And there's a proposal from a consultant
8 to begin that work that will be presented to the
9 planning and development committee on this coming
10 Monday. So if they decide to advance that, that
11 would be a separate economic analysis that will be
12 done and also be used to inform the planning
13 process that we'll be going through looking at
14 development opportunities.

15 Also there's some earlier concept site
16 planning for the North 3rd Street area. The City
17 is looking at potential for a parking deck to be
18 constructed in that area, and how that would
19 create development opportunities in that quadrant.
20 We'll be going through that information and also
21 some updated information on all the properties
22 that we think are potential catalyst sites going
23 forward.

24 So we'll review that information in

1 November; and then starting in January, we'll go
2 through the process of developing the plan itself.
3 We host workshops and have discussions at the Plan
4 Commission meetings. We will use the Plan
5 Commission as the group to review and make
6 recommendations to advance the amendment.

7 We wouldn't have a separate group set up
8 like we did with the 2013 comprehensive plan.
9 There was a task force designated specifically for
10 that purpose. This will just be done at the Plan
11 Commission level.

12 The goal would be to have something
13 adopted in May or June of next year.

14 Questions on that?

15 VICE CHAIRMAN KESSLER: I'm just curious
16 about this. The consultant that's going to meet
17 with planning and development this Monday. And
18 you say that they're not going to necessarily -- I
19 know when we did the last comprehensive plan,
20 there was a consulting group that came in to
21 facilitate.

22 MR. COLBY: Yes.

23 VICE CHAIRMAN KESSLER: Is that what this
24 group would do?

1 MR. COLBY: No. That is going to be a
2 consultant to produce this study of the economic
3 impact of the improvements that are shown in the
4 river corridor plan for the active river project.

5 They're going to look at that plan and
6 analyze the potential impact of each of those
7 projects, help the City prioritize where to fund
8 improvements, and which improvements to fund
9 first, and look at that in relation to the
10 potential economic benefits or development
11 opportunities that will be created by those
12 improvements.

13 That will be sort of a standalone study
14 that the Plan Commission will receive to utilize
15 during the process, but the actual drafting of the
16 plan amendment and the process will be handled by
17 staff.

18 VICE CHAIRMAN KESSLER: And will there be
19 an outside third-party facilitator as there was?

20 MR. COLBY: No. That's not our intention.

21 VICE CHAIRMAN KESSLER: That's not going
22 to happen.

23 MR. COLBY: No.

24 VICE CHAIRMAN KESSLER: All right.

1 MR. COLBY: We think, given the scope,
2 that it's something that our staff and the Plan
3 Commission can handle. We're not looking at
4 making significant changes to the plan, just
5 focusing on really the sites and identifying which
6 sites to prioritize and what uses and what
7 development form we think is appropriate for each
8 of those sites.

9 VICE CHAIRMAN KESSLER: Good. Thank you.
10 Okay.

11 MEMBER FUNKE: Are all those sites in the
12 TIF District or some of them?

13 MR. COLBY: Some of them. The First
14 Street project is, and then also some of the
15 properties on the east side of the river directly
16 across from the First Street project are. It sort
17 of includes some blocks, but most of the areas
18 north of Main Street, other than the Hotel Baker,
19 are not within the TIF District.

20 MEMBER PRETZ: Did they determine what
21 date the field trip was going to be to Naperville?

22 MR. COLBY: It has not yet been
23 determined. I think we're trying to -- it sounds
24 like the more favored date is November 10th. The

1 last I heard, we had the most responses on that
2 date. Because we want to try and get a quorum of
3 both groups, so we can notice it as a meeting of
4 both groups and have an opportunity for
5 interaction.

6 So we should be deciding, I think, within
7 the next week on which date we're going to do the
8 tour, but it looks like November 10th.

9 One other thing to mention. Our November
10 meeting dates -- so November 6th is election day,
11 so we have no meeting scheduled.

12 November 20th, which is our other meeting
13 is during Thanksgiving week. So I was going to
14 ask the Plan Commission if they have any interest
15 in trying to reschedule the meeting to the week in
16 between or we could meet on the 20th. The concern
17 would be that sometimes that functions really as a
18 holiday week.

19 So the two options would be the Tuesday or
20 Wednesday the week in between, the 13th or 14th.

21 CHAIRMAN WALLACE: My preference would be
22 the Tuesday.

23 MEMBER PRETZ: Me too.

24 MEMBER FUNKE: Me too. The 20th?

1 CHAIRMAN WALLACE: No. The 13th.

2 MEMBER FUNKE: Yeah. The 13th.

3 MR. COLBY: Okay. Does everyone think
4 they would be available?

5 VICE CHAIRMAN KESSLER: I won't.

6 CHAIRMAN WALLACE: You won't.

7 MEMBER MACKLIN-PURDY: Yes.

8 VICE CHAIRMAN KESSLER: I'm sure that will
9 be fine.

10 MR. COLBY: Would you prefer to do that as
11 opposed to the 20th?

12 MEMBER FUNKE: Yes.

13 MEMBER PRETZ: Yes.

14 CHAIRMAN WALLACE: And I would say it
15 would probably be better to stick with Tuesday.

16 MR. COLBY: Okay. That was it.

17 CHAIRMAN WALLACE: All right. Any other
18 staff business or Plan Commission members?

19 The weekly development report -- everybody
20 gets that in their e-mail; right?

21 All right. So we have one more meeting
22 then in October, and then we won't have another
23 until most likely November 13th.

24 Are there agenda items for the October

1 16th meeting?

2 MR. COLBY: Yes. We'll be presenting a
3 concept plan for the First Street river walk and
4 plaza.

5 CHAIRMAN WALLACE: Okay.

6 MEMBER MACKLIN-PURDY: I'll give you my
7 vision board.

8 MR. COLBY: It's very preliminary. So
9 there will be plenty of time -- it actually would
10 be a good opportunity if you want to present that
11 information.

12 MEMBER MACKLIN-PURDY: Here?

13 MR. COLBY: Here.

14 MEMBER MACKLIN-PURDY: Absolutely.

15 MR. COLBY: Yeah.

16 MEMBER MACKLIN-PURDY: Okay.

17 CHAIRMAN WALLACE: All right. Any public
18 comments?

19 (No response.)

20 CHAIRMAN WALLACE: Is there a motion to
21 adjourn.

22 VICE CHAIRMAN KESSLER: So moved.

23 MEMBER SCHUETZ: Second.

24 CHAIRMAN WALLACE: All right. All in

1 favor?

2 (Ayes heard.)

3 CHAIRMAN WALLACE: Opposed.

4 (No response.)

5 CHAIRMAN WALLACE: The St. Charles Plan

6 Commission is adjourned at 7:19.

7 (Off the record at 7:19 p.m.)

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CERTIFICATE OF SHORTHAND REPORTER

I, Joanne E. Ely, Certified Shorthand Reporter No. 84-4169, CSR, RPR, and a Notary Public in and for the County of Kane, State of Illinois, the officer before whom the foregoing proceedings were taken, do certify that the foregoing transcript is a true and correct record of the proceedings, that said proceedings were taken by me stenographically and thereafter reduced to typewriting under my supervision, and that I am neither counsel for, related to, nor employed by any of the parties to this case and have no interest, financial or otherwise, in its outcome.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this 9th day of October, 2018.

My commission expires: May 16, 2020

Joanne E. Ely



Notary Public in and for the
State of Illinois