

**MINUTES
CITY OF ST. CHARLES, IL
PLANNING AND DEVELOPMENT COMMITTEE
MONDAY, NOVEMBER 14, 2016 7:00 P.M.**

Members Present: Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft, Krieger, Gaugel, Bessner

Members Absent: Lewis

Others Present: Mayor Raymond Rogina; Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Planning Division Manager; Bob Vann, Building & Code Enforcement Division Manager; Matthew O'Rourke, Economic Development Manager; Chris Bong, Development Engineering Division Manager; Ellen Johnson, City Planner; Police Chief Keegan; Fire Chief Schelstreet; Asst. Chief Christensen

1. CALL TO ORDER

The meeting was convened by Chairman Bancroft at 7:00 P.M.

2. ROLL CALLED

Roll was called:

Present: Stellato, Silkaitis, Payleitner, Lemke, Turner, Bancroft, Gaugel, Krieger, Bessner

Absent: Lewis

3. POLICE DEPARTMENT

- a.** Recommendation to approve an Ordinance Amending Title 5 “Business License Regulations,” Chapter 5.08 “Alcoholic Beverages,” Section 5.08.090 “License – Classifications, Item 5 Paragraph E3” of the St. Charles Municipal Code.

Chief Keegan said this item was advanced from the Oct. 17 Liquor Control Commission meeting and pertains to an E3 license for the Kane County Fair Board-currently they have a license that entails strictly the fair each year and Mr. Breon and the Fair Board are looking to expand their license to include up to 20 events per year, similar to what is done at the Harley Davidson dealership. The caveat to that would be that at no time would any of those events be in conflict with either the Harley Davidson complex and/or any other city events. The Fair Board is a 501c3 not-for-profit group and are looking for not only consumption on site but also a retail components to attract not only craft beer festivals but also wine events.

Aldr. Turner asked if that would involve serving liquor at the flea market. Larry Breon, President of Fair Board- 39W741 Main St. Batavia- said no, that’s a totally separate event.

Aldr. Turner made a motion to approve an Ordinance Amending Title 5 “Business License Regulations,” Chapter 5.08 “Alcoholic Beverages,” Section 5.08.090 “License – Classifications, Item 5 Paragraph E3” of the St. Charles Municipal Code. Seconded by Aldr Stellato.

Roll was called:

Ayes: Gaugel, Bessner, Stellato, Silkaitis, Payleitner, Lemke, Turner,

Absent: Lewis

Nays: Krieger

Abstain:

Motion Carried 7-1

4. COMMUNITY & ECONOMIC DEVELOPMENT

- a.** A Presentation by Britta McKenna from the Illinois Math and Science Academy (IMSA) regarding their new innovation space named IN2.

Britta McKenna-512 North Ave.-Batavia-thanked Committee for allowing her to spread the word about their new innovation center IN2-located at IMSA. She then shared a PowerPoint presentation along with a brief history:

- 30th anniversary
- Legislative charge going back to 1985
- Established by the Illinois General Assembly as part of the State's comprehensive educational reform package.
- 2 legislative charges
 1. To provide an advanced academic and residential program for students of exceptional talent in mathematics and science.
 2. To serve others as a catalyst to stimulate teaching and learning in mathematics and science throughout Illinois.

Ms. McKenna noted that some people know that IMSA is a residential academy but they don't know we also have satellite locations and also work with teachers around the state as well; it's a dual mission. The residential academy has grades 10, 11 and 12 with 650 students coming from all over Illinois, including St. Charles.

In regard to IN2; 2 years ago they had a design charrette for the community where stakeholders from all walks of life came from Chicago, around the state, parents, alumni parents, industry people, educators and government to think about what a new space for the Fox Valley could look like. She stated that they renovated 6,400 sq. ft. at IMSA and showed a 3D walkthrough and stated they look to be fully open in January.

She said the Illinois Innovation Ecosystem is comprised of universities, federal labs, incubation and Capital & networks. IN2 is not yet part of this but will feed into much of it to bring that down from the higher end to secondary school and reaching down to middle school. The 4 pillars they are building off of are:

- teaching & learning
- entrepreneurship education
- maker education
- STEM talent pipeline

They want to be working with industry partners, higher education partners and students in the whole Fox Valley area to give them a place to go, especially if they are the entrepreneurs in the classes that teachers do not know what to do with. We are really trying to get them involved in middle school; a number of the high schools now have incubator programs and are replacing their business 101 classes with entrepreneurship classes; we are not looking to compete with that but more complement and provide alternative opportunities for students and entrepreneurs in the area.

Ms. McKenna shared a quote from William Pollard- “Learning and innovation go hand in hand. The arrogance of success is to think that what you did yesterday will be sufficient for tomorrow”. She stated that in order for them to move ahead as Kane County, Fox Valley and St. Charles, they have to be planning for the future together, you cannot do it in a silo anymore, and IN2 is a great opportunity for all to break down the barriers of geography to work and think collaboratively together.

Ms. McKenna then explained why St. Charles should be involved at IN2:

- Connect St. Charles with Fox Valley, Chicago, Illinois and national innovators and entrepreneurs-IMSA has 27 years’ worth of graduates who have been looking for a way to give back, which will be a great mentoring resource for the space, as well as being able to cross across all the boundaries of Fox Valley to pick and choose to collaborate and work on problems.
- Be involved with Illinois’ first community innovation center-we’re the first to market so there will be mistakes but hope for a lot of successes as well.
- Co-create new pathways for solving community problems- We learned recently that IMSA will be working with the Governor’s office on a top 3 initiative-Childhood lead burden. IMSA will host a hackathon to work with state, dept. of public health, experts in the field and hack teams from all over the Fox Valley to work on that problem in January.
- Collaborate regularly with St. Charles schools, students, entrepreneurs and organizations.

IN2 for St. Charles:

- St. Charles and Fox Valley Non-Profit consortium – IN2 as host and non-profit mentors to area organizations using expert volunteers. Non-profits need lots of help and need a central go-to point and she is looking to be a convener of those that need help to provide resources for them collectively, instead of these one-offs and having non-profits close their doors, they can share successes and failures.
- STEM Start-Up co-working opportunities-launching one in January with a limited number of seats for a coworking cohort to work out of IN2 at a very nominal price. We want to get people in there and then provide resources in the network like the Fox Valley entrepreneur center, CBEID, Aurora’s Resources, Women’s Business Development Resource center; some of these do not physically have homes and we are offering space to provide mentoring to our startups.
- SocEnt IMSA sophomores researching educational needs of our community
- IMSA TALENT entrepreneurship interns for area start-ups; smart kids at IMSA have Wednesdays off-called “Idays” -who go to 1871 to work for startups in Chicago. Now we have our own center and they can intern for businesses in our area where businesses can get free and very smart interns to get a perspective of what the next generation is thinking to help companies plan for the future.

- Identify St. Charles entrepreneurs and entrepreneurs to join us; every organization might have 1 or 2 intrapreneuers who gets frustrated and need a place to go to connect with others.

Ms. McKenna said if Committee in interested in looking at the space, learning more, trying to figure out how to collaborate together, they would love to have them visit and invited Committee for a free 1-day pass visit, no reservation necessary:

- Visit IN2- 1500 Sullivan Rd; Free one-day pass, Tuesday Tours at 10 am
- Th[IN]k Café-10 minutes for a company or someone to pitch a problem or an idea and receive 20 minutes of feedback/brainstorming/think tank from the audience which are free every Wednesdays – 8:30 – 10 am (2nd Wednesdays, municipal).

The Committee thanked Ms. McKenna for her presentation.

- b.** Plan Commission recommendation to approve an Amendment to Special Use for PUD, PUD Preliminary Plan, and Final Plat of Subdivision for Primrose School, Northwest Corner of Bricher Rd. and Blackberry Dr. (St. Charles Commercial Center PUD).

Ms. Johnson said this is the vacant lot just west of the BP gas station. John Finnemore of Primrose School is proposing to develop the property with a day care facility which is not currently permitted in that PUD, but is permitted in the underlying zoning district so the proposal is to amend the PUD to allow the day care use on this lot only. Also proposed are preliminary plans:

- Construction of a one-story, approx. 12,000 sf building.
- Access from two driveways onto the shared private access drive off of Bricher Rd.
- A total of 45 parking spaces between the building and the private access drive.
- Required street frontage and parking lot landscaping.
- Outdoor play areas around the rear and sides of the building
- Sidewalk extension along Bricher Rd.
- The Shodeen Family Property Company, LLC, property owner, has also submitted a Final Plat of Subdivision for approval in order to formally plat the property.

Plan Commission held a public hearing on Oct. 4 and recommends approval by a vote of 5-0 of all 3 applications subject to resolution of outstanding Staff comments. A representative was present to answer questions.

Aldr. Payleitner said there's proximity on this property to a couple of liquor stores and has that all been vetted and within the right distances for school. Ms. Johnson said yes, and they do provide screening on the west property line for the Taco Bell drive-through and the applicant is aware of the surrounding uses and has no issues.

Aldr. Stellato made a motion to approve an Amendment to Special Use for PUD, PUD Preliminary Plan, and Final Plat of Subdivision for Primrose School, Northwest Corner of Bricher Rd. and Blackberry Dr. (St. Charles Commercial Center PUD). Seconded by Aldr. Bessner. Approved unanimously by voice vote. Motion carried. 8-0

- c.** Plan Commission recommendation to approve a Special Use for Motor Vehicle Sales for MotoExec, 731 N. 17th St. Unit 3.

Ms. Johnson said this is in the Foundry Business Park and Jimmy Wilmes is the applicant requesting the Special Use which will:

- MotoExec will occupy Unit 3, which is approx. 3,000 sf in size.
- All business operations will be conducted within the unit; there will be no outside storage or display of vehicles. Vehicles will be stored in the back within the unit.
- The interior of the unit will include office space/waiting area and an indoor showroom.
- Hours of operation are as follows:
 - Tuesday – Friday 10:00 a.m. to 6:00 p.m.
 - Saturday 10:00 a.m. to 5:00 p.m.
 - Closed Sunday
- The applicant and a co-owner will be the only employees.
- No changes to the exterior of the building or site are proposed.

Plan Commission held a public hearing on Nov. 1 and recommended approval by a vote of 6-0 with 3 conditions which were also requested by the property owner:

1. There shall be no outdoor storage or display of vehicles.
2. There shall be no outdoor repair or maintenance of vehicles.
3. Test driving of vehicles may begin on the property, but shall be primarily conducted off the premises of the Foundry Business Park.

Aldr. Krieger asked what kind of cars they would be selling. Jimmy Wilmes-3018 Seekonk Ave., Elgin-said they would start off with specializing in entry level used cars, late model, auto brokerage/sales to help clients find specialized vehicles. The spectrum is broad but more towards the higher end vehicles, especially with the limited space.

Chairman Bancroft asked if it were based on a website. Mr. Wilmes said primarily yes, we don't expect too much walk-in traffic from the site; keep all the operations inside to give a different type of experience for vehicle purchasing; more like an auto boutique.

Aldr. Stellato made a motion to approve a Special Use for Motor Vehicle Sales for MotoExec, 731 N. 17th St. Unit 3. Seconded by Aldr. Turner. Approved unanimously by voice vote. Motion carried. 8-0

- d.** Plan Commission recommendation to approve a General Amendment to Title 17 of the St. Charles Municipal Code (Zoning Ordinance) pertaining to the lot size requirement for two-family dwellings in the RT-4 District/BT Overlay.

Ms. Johnson said Joseph Wencowski and Patricia Brown, owners of 211 Illinois Ave., have requested a General Amendment to the Zoning Ordinance to reduce the lot size requirement for two-family dwellings in the RT-4 district and BT overlay to 5,000 sf. The applicants' property is zoned RT-4 and is within the BT Transitional Business Overlay District. The property is 5,000 sf in size and is currently improved as a two-unit building, with a first-floor office and an upper level dwelling unit. The applicant wishes to sell the property and market it as having flexible uses to be used as a two-family dwelling. The minimum lot size for a single-family

dwelling or commercial use permitted in the BT overlay is 5,000 sf. However, 3,750 sf per unit (7,500 sf total) is required for a two-family dwelling and the applicant's lot is only 5,000 sq. ft. Single family dwellings or mixed use commercial/upper level dwelling in this district only requires 5,000 sq. ft. as well. The proposed change would apply to all properties that are zoned RT-4 and are within the BT overlay. There are currently 18 properties with this zoning, most around the edges of downtown. Plan Commission held a public hearing on Nov.1 and voted 6-0 to recommend approval.

Aldr. Turner made a motion to approve a General Amendment to Title 17 of the St. Charles Municipal Code (Zoning Ordinance) pertaining to the lot size requirement for two-family dwellings in the RT-4 District/BT Overlay. Seconded by Aldr. Stellato. Approved unanimously by voice vote. Motion carried. 8-0

- e. Plan Commission recommendation to approve an Amendment to Special Use for PUD for Corporate Reserve Lot 8 (Lot 8 – The Corporate Reserve of St. Charles PUD).

Ms. Johnson said Lot 8 of the Corporate Reserve of St. Charles is a 22.6 acre vacant parcel located on the north side of Woodward Dr. which this past January 2016, City Council approved a 78-lot single-family development. CalAtlantic Homes is under contract to purchase the property and they plan to build the development, however some of the home models CalAtlantic plans to offer to buyers have deeper footprints than the smaller lots in the development can accommodate due to the building setback requirements. In order to accommodate the deeper models the developer is requesting to reduce the front and rear yard building setback requirements for lots 105 ft. deep and under, as follows:

1. Reduce the front yard setback requirement from 20 ft. to 18 ft.
2. Reduce the rear yard setback requirement from 30 ft. to 27 ft.
3. Reduced setbacks would apply to 38 out of the 78 total lots.

Plan Commission held a public hearing on Nov.1 and voted 6-0 to recommend approval.

Aldr. Gaugel said so 20 years down the road somebody want to put an addition on their house who is not included in the 38 but the balance of them, would they be able to do that as long as it met the 27 or 18 ft.? Ms. Johnson said no, the reduced setbacks would be specific to lots and the ordinance would state which lots that would apply to.

Aldr. Turner said he has been over to Remington, which is next door to this, and they have no problem with this and the general feeling is that the lots are going to be bigger than the lots they presently own.

Aldr. Stellato made a motion to approve an Amendment to Special Use for PUD for Corporate Reserve Lot 8 (Lot 8 – The Corporate Reserve of St. Charles PUD). Seconded by Aldr. Turner. Approved unanimously by voice vote. Motion carried. 8-0

- f. Recommendation to Approve and Execute an Acceptance Resolution for Public Watermain, Sanitary Sewer and Storm Sewer and Appurtenances Located in Easements at 1200 Rukel Way in the Kirk Road St. Charles Subdivision.

Mr. Bong said this is the new industrial building in Legacy Business Park; the public utilities have been completed by the developer, all have undergone and passed the required testing and inspections and are found to be acceptable, as well as approved engineering record drawings. The acceptance resolution and bill of sale transfers the ownership of the public utilities to the city and under the code, when the resolution is approved, the 1 year warranty period will begin.

Aldr. Stellato made a motion to Approve and Execute an Acceptance Resolution for Public Watermain, Sanitary Sewer and Storm Sewer and Appurtenances Located in Easements at 1200 Rukel Way in the Kirk Road St. Charles Subdivision. Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 8-0

- g. Recommendation to approve a Minor Change to PUD Preliminary Plan for 2670 W. Main St. (Aldi).

Ms. Johnson said Aldi is proposing the following Minor Changes to the existing store:

- 2,008 sf building expansion on the east wall. The wall will be moved out 17 ft. to the east.
- The drive aisle parallel to the east wall will be shifted east, resulting in a loss of three (3) parking spaces (from 79 to 76 spaces), which still meets the requirement.
- Required landscaping will be provided in the relocated landscape areas.
- Redesigned front entry as well as updating the entire building in terms of the look of the façade.
- Elimination of the standing seam metal roof around the building to straighten the roofline.
- Rooftop screening of mechanical equipment.

Aldr. Turner made a motion to approve a a Minor Change to PUD Preliminary Plan for 2670 W. Main St. (Aldi). Seconded by Aldr. Bessner. Approved unanimously by voice vote. Motion carried. 8-0

5. ADDITIONAL BUSINESS

Mr. Koenen said due to the trees not having shed all their leaves yet and the leaf collection program ending by Thanksgiving, the thought is to continue with the outlined and posted plan and reevaluate this after Thanksgiving to have a discussion at the Nov. 28 Government Service Committee meeting. He said 75% of the leaf volume has been collected, but there's still that 25% left. He said to let residents know that the city is moving ahead and at Government Services there will be an opportunity to consider how we extend the program either with an additional cost for collection at the curb, or a bag program where you're purchasing the bag and the Advanced hauler picks them up on a weekly basis for free.

Aldr. Turner said he remembers this happening 5-6 years ago and asked if that worked out well, or was it a mess. Mr. Koenen said he remembers that there was a snow and ice storm shortly after so they were out there picking the leaves up after they chipped them out of the ice, it was a nasty year and we finished in January, but he's told by Public Works that will not happen this year.

6. EXECUTIVE SESSION-None.

7. ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS-None.

8. ADJOURNMENT- Aldr. Krieger made a motion to adjourn at 7:29pm. Seconded by Aldr. Gaugel. Approved unanimously by voice vote. Motion Carried. 8-0