

**MINUTES  
CITY OF ST. CHARLES  
PLANNING & DEVELOPMENT COMMITTEE  
MONDAY, OCTOBER 11, 2021 - 7:00 PM**

**Members Present:** Silkaitis, Balla, Payleitner, Bongard, Bancroft, Lencioni, Pietryla, Wirball, Bessner, Weber

**Members Absent:** None

**Others Present:** Heather McGuire, City Administrator; Russell Colby, Acting Director of Community & Economic Development; Monica Hawk, Development Engineer; Ellen Johnson, City Planner; Rachel Hitzemann, City Planner

**1. CALL TO ORDER**

The meeting was convened by Chair Weber at 7:00 p.m.

**2. ROLL CALL**

Present: Silkaitis, Balla, Payleitner, Bongard, Bancroft, Lencioni, Pietryla, Wirball, Bessner, Weber

Absent: None

**3. OMNIBUS VOTE**

Chairman Weber requested removal of item 4a (Update regarding Crystal Lofts, northeast corner of S. 13th Ave. and Indiana Ave.) from omnibus and open for discussion.

**Ald. Lencioni made a motion to remove item \*4a from the omnibus vote. Seconded by Ald. Wirball with a unanimous voice vote to approve.**

**Ald. Bancroft made a motion to approve omnibus item \*4b on the Agenda (Historic Preservation Commission recommendation to approve a Façade Improvement Grant Agreement for 217 W. Main St.) Seconded by Ald. Lencioni with a unanimous voice vote to approve.**

**4. COMMUNITY & ECONOMIC DEVELOPMENT**

a. Update regarding Crystal Lofts, northeast corner of S. 13th Ave. and Indiana Ave.

Chair Weber opened floor for discussion.

Ald. Silkaitis questioned if the original agreement for 60-day extension called for start of construction. Mr. Colby explained the 60-day extension was to give the Owner the opportunity to initiate the permitting and start construction. They have completed the building permit application; the permit has been issued and they have provided a

construction schedule with a construction start date of October 25. Because the building permit has been issued the City could allow them to maintain the site as a construction site, however since they have not initiated construction, the City would have a basis to require the Owner to bring site into compliance up until the time they begin construction work.

Ald Silkaitis referenced the last paragraph of first section of handout, “in the event construction does not proceed in a timely manner”, Ald. Silkaitis asked what is a timely manner? Mr. Colby responded it would be based upon the construction schedule provided to the City by the Owner and will require contractor adheres to the schedule.

Ald. Bongard asked when the 90 days starts. Mr. Colby responded the 90 days start with the date the permit was issued. Staff would not need to come back to Committee to begin enforcement. No action is required by the Committee at this time.

- c. Plan Commission recommendation to approve a Special Use for PUD Amendment and PUD Preliminary Plan for Casey’s, 2600 E. Main St.

Ms. Hitzemann presented the Executive Summary posted in the meeting packet.

Mr. Jonathan Kulaga, Regional Manager for Casey’s General Store, gave a brief description of Casey’s stores growth, presence in the Midwest, and Casey’s Here for Good program which supports the local community.

Mr. Eric Tracy, Engineer, Kimley Horn and Associates, walked through the site plan of the proposed Casey’s. Site plan showed there will be 2 connections proposed to Fieldgate Drive which is critical for the fuel tanks delivering to the site. Curb cut on Main Street has been removed. Landscape Plan has been revised and showed to staff before the meeting.

Ald. Payleitner asked who will own the property. Eric Dams, Troutman & Dams Commercial Real Estate, advised the property would be owned by Troutman & Dams Commercial Real Estate and the property will be leased to Casey’s.

Ald. Payleitner asked for confirmation that at the end of lease with Casey’s, the fuel tanks are to be removed by Casey’s, backfill and soil testing would be done by Casey’s. Mr. Dams confirmed that Casey’s will be responsible for removing tanks, backfill and soil testing.

Ald. Bessner asked how much pizza is sold at Casey’s. Mr. Kulaga advised it varies by location. Pizza is sold by slice or whole pie including breakfast pizza. Stores in this area with high traffic volume are selling 20 – 30 pizzas on a regular afternoon, some locations can sell 100 pizzas on a Friday night. Some locations work with Door Dash or Uber Eats but most orders are pick up orders. Pizzas are made fresh on site.

Ald. Bongard questioned Staff regarding Commissioners approving Casey’s after expressing concern about a gas station at this location, referencing Comprehensive Plan

and other gas stations in the area being developed. Ms. Hitzmann responded that commissioners commented that Casey's also has the pizza component so it's not just a gas station.

**Ald. Bessner made a motion to approve the request to approve Special Use for PUD and PUD Preliminary Plan for Casey's. Seconded by Ald. Balla.**

**Roll was called:**

**Ayes: Bessner, Balla**

**Absent:**

**Recused:**

**Nays: Lencioni, Pietryla, Wirball, Silkaitis, Payleitner, Bongard, Bancroft**

**Motion failed 2-7**

- d. Plan Commission recommendation to approve a 6-Month Extension of a Special Use for Recreational Cannabis Dispensing Organization for Zen Leaf, 3714 Illinois Ave.

Ms. Johnson presented the Executive Summary posted in the meeting packet.

Ald. Payleitner asked what is the timeline?

Tyler Manic, Schain, Banks, Kenny & Schwartz, Ltd., attorney for Zen Leaf, responded that the General Assembly shutting down in spring of 2020 slowed things down, Gov. Pritzker signed the amendment allowing Zen Leaf to relocate at the end of July 2021, IDFPR will be coming out with the application on Oct. 12, they then have 30 days to review. They are anticipating IDFPR will act swiftly in review. New location occupancy inspection is scheduled for Oct. 12. If IDFPR gives approval in a 30-day window after inspection, they should be able to move in January 2022.

Ald. Payleitner requested Zen Leaf to reach out to current neighbors to keep them advised of timeline. Mr. Manic advised an email has been sent to association and they have worked out concerns with neighbors of current site.

**Ald. Lencioni made a motion to approve the request to approve 6-month extension of Special Use of Recreational Cannabis Dispensing Organization for Zen Leaf. Seconded by Ald. Bancroft.**

**Roll was called:**

**Ayes: Pietryla, Wirball, Bessner, Silkaitis, Balla, Payleitner, Bongard, Bancroft, Lencioni**

**Absent:**

**Recused:**

**Nays:**

**Motion passed: 9-0**

- e. Recommendation to direct Staff to issue a Request for Concept Proposals for the former Police Station site and adjacent City-owned properties.

Mr. Colby presented the Executive Summary posted in the meeting packet.

Ald. Pietryla asked to include language to include other amenities for use by the general public.

Ald. Lencioni would like to consider allowing 120 days to review Concept Proposals.

Ald. Wirball agreed with 120 days and adding language for public amenity. He suggests language to acknowledge the Freedom Shrine movement. He would like to review as many applicants as possible.

Ald. Payleitner questioned the review process with a short list of proposals. Staff will do vetting but committee would like to see as many qualified applicants as possible. Mr. Colby responded staff would vet and present all that are appropriate to be presented.

Ald. Bancroft said from public space standpoint we want to be careful not to make suggestion to include a specific amenity, like a bandshell or concert hall, in addition to building site.

Ald. Bongard asked what is the best process to take the community and Council to push more of the vision side without getting into specifics and not getting 40 versions of the same thing. This property will have a lot of conversation around it. Mr. Colby responded, to be fair to the applicants, first evaluate on specific criteria that has been listed in the request for concepts, then depending on if there are more alike, they will be grouped by types by project, and determine a way to rank those by quality of how well it demonstrates complying with planning documents. Possibility some responses are outside the box, they may be a separate group.

Ald. Wirball noted there is not a price on the property. Mr. Colby responded Staff has suggested to the extent that a Developer is able, they suggest business terms to the City. There will be development costs associated with the property making it development ready, demolishing the buildings, environmental cleanup, element of public improvements. It is possible if a Developer is chosen the City would enter into a redevelopment agreement outlining how the costs are being structured and what the Developer will be responsible for in the project.

Chair Weber commented with the exception of 120-day timeline he would like to keep this as flexible as possible.

**Ald. Bongard made a motion to approve a recommendation to direct Staff to issue a Request for Concept Proposals for the former Police Station site and adjacent City-owned properties. Seconded by Ald. Wirball.**

**Roll was called:**

**Ayes: Pietryla, Wirball, Bessner, Silkaitis, Balla, Payleitner, Bongard, Bancroft, Lencioni**

**Absent:**

**Recused:**

**Nays:**

**Motion passed: 9-0**

**5. ADDITIONAL BUSINESS – None**

**6. EXECUTIVE SESSION - None**

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

**8. ADJOURNMENT – Ald. Wirball made a motion to adjourn at 7:47 p.m.**  
**Seconded by Ald. Bongard.**