

**MINUTES
CITY OF ST. CHARLES, IL
ST. CHARLES CORRIDOR IMPROVEMENT COMMISSION
October 2, 2013**

Members Present: Chair English, Vice Chair Schuetz, Kane, and Dechene

Members Absent: Potts

City Staff Present: Matthew O'Rourke

1. Opening of Meeting

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

2. Approval of Agenda

A motion was made by Schuetz and seconded by Potts to approve the agenda.

Voice Vote: Unanimous; Nays: None; Members Absent: Potts

Motion Carried.

3. Approval of minutes from July 31, 2013

A motion was made by Schuetz and seconded by Kane to approve the July 31, 2013 minutes of the Corridor Improvement Commission.

Voice Vote: Unanimous; Nays: None; Members Absent: Potts

Motion Carried.

A. 2013-2014 Work Plan

Chair English stated that it appears the Rt. 64 construction is finally coming to an end, and it is easier to see where there are landscaping opportunities. O'Rourke stated that the timing is advantageous since the press release should be approved later that week.

Chair English mentioned that he noticed that Jersey Mike's had done some improvements to the front of their property. O'Rourke stated that they did those when they occupied the building. He also stated that they had recently applied for a parking lot resurfacing permit. He stated that some landscaping improvements will be required and that he planned on approaching them with the grant program.

Member Kane asked if a permit was always required. O'Rourke stated that the permit is required for anything beyond a seal-coat or restriping of the parking lot. Vice Chair Schuetz asked if the permit triggers landscaping requirement. O'Rourke stated that if the resurfacing equals more than 20% of the total square footage of the lot, certain landscaping requirements are triggered.

O'Rourke stated that in his recent experience many of the property owners in this situation will simply opt patch the parking lot and then seal-coat so they do not have to meet the requirements.

O'Rourke stated that he mentioned the permit tonight to see if any of the Commissioner members knew the property owners to see if they were interested in a grant. Chair English asked if this also included the Bosa Doughnut property. O'Rourke stated that the permit included both properties.

The members stated that they did not know the current owners. Chair English stated that he is more than happy to speak with the owners to see if they are interested in a grant or to advise them about the process. Vice Chair Schuetz asked if it is helpful to have a drawing handy to illustrate the benefits of a grant project. O'Rourke stated that he tries, but often there is concern about losing parking spaces.

O'Rourke stated that he had met with Linda Stuart who is a sign contractor. She is working with business owners to replace their signs. O'Rourke stated that one of her clients is the Valvoline oil change business. Ms. Stuart is trying to work with them to apply for a grant.

Chair English asked if there could be a one page version of the marketing brochure to distribute to the E. Main Street business owners. Members Kane and Schuetz stated that they wouldn't mind going out to businesses either.

Chair English asked if they could do a mailing. O'Rourke stated that in the past it was discussed including something in the utility bills and that this option can be explored again.

O'Rourke asked if there are any businesses that the Commission should talk to. Vice Chair Schuetz asked if Colonial would be worth talking to. Chair English stated that he would be willing to call Tom Anderson about a project. O'Rourke stated that their sign is on the amortization list, so they can help him with that. O'Rourke mentioned Warrick Publishing to see if they wanted to do a more substantial grant now that the construction is over, and that Member Potts had worked with them in the past.

Vice Chair asked if Savway was eligible. O'Rourke stated that it is. Chair English asked about the Buttera Shopping Center. O'Rourke stated that the owner of the property is currently involved in other entitlement projects in town. O'Rourke stated that he would check and see.

Chair English asked about trying to get downtown businesses to look at boxes again. Member Kane stated that the last time this came up there was an idea that they would wait for First Street to finish to coordinate the planters. Vice Chair Schuetz stated that he felt these little

details would really help. Chair English asked if O'Rourke if he could discuss this idea with the Downtown Partnership and see if they can determine if their membership would be interested. O'Rourke stated that he could look into it.

Member Kane stated that Glenn Ellyn's downtown has big pots that business owners maintain and the pots add aesthetic value. O'Rourke stated that there is the 5 year maintenance part of the grant and wondering if perennials would grow in the pots. Chair English stated that there are certain grasses that would survive. Member Dechene stated that there are definitely varieties that would survive. She stated that upright varieties could be massed in the middle and annuals could be supplemented by the businesses on a yearly basis.

O'Rourke stated that this would be an interesting idea that they could try to get in place for the spring/summer.

Chair English asked the Commission if they would like to have O'Rourke investigate this further. The Commission agreed.

Chair English asked about the dead trees that are east of the old barn property near TGI Friday's and if they are eligible. O'Rourke stated that those properties are in a PUD and that it might take a PUD plan amendment. He stated that business owners in that area typically complain that there are too many trees.

O'Rourke also stated that he is able to print the color brochures whenever any of the Commission Members want them to bring out on site visits. He asked that they just call ahead so he can have them ready.

5. Additional Business

6. Announcement and Upcoming Meetings

Next CIC Meeting – November 6, 2013

Members Kane and Schuetz stated that they are not available on that date. O'Rourke stated that they meeting can be moved to another date if needed.

7. Adjournment

A motion was made by Schuetz and seconded by Kane to adjourn the meeting.

Voice Vote: Unanimous; Nays: None; Members; Members Absent: Potts