

SYCAMORE CITY COUNCIL
AGENDA
May 21, 2007

CITY COUNCIL COMMITTEE MEETINGS
No Meetings Are Scheduled

6:15 P.M. Groundbreaking for New Fire Station.

Mayor Mundy and the City Council will host a groundbreaking for the new fire station on Frantum Road at 6:15 p.m.

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Regular City Council Meeting
7:00 P.M.

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA**
5. **AUDIENCE TO VISITORS**
6. **CONSENT AGENDA**
 - A. Approval of the Minutes for the Regular City Council Meeting of May 7, 2007.
 - B. Payment of the Bills for May 21, 2007.
 - C. Plan Commission Minutes for the meeting of April 9, 2007.
7. **PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
 - A. Presentation of a Tree City USA award to the City of Sycamore by Renee Hildebrandt of the Illinois Department of Natural Resources.
 - B. Presentation of a gift from the Cinco de Mayo festival by Don Paulsen.

- C. Proclamation declaring the week of May 20-26, 2007 Altrusa Week in the City of Sycamore, Illinois.
- D. Proclamation declaring May 20-26, 2007 as National Public Works Week in the City of Sycamore, Illinois.
- E. Proclamation declaring May 24-28 VFW Buddy Poppies Day in the City of Sycamore, Illinois.

8. REPORTS OF OFFICERS

9. REPORTS OF STANDING COMMITTEES

10. PUBLIC HEARINGS--None

11. ORDINANCES

A. Ordinance No. 2007.04—An Ordinance Concerning the Recommendation of the Plan Commission With Regard to a Petition to Amend Articles 1.3.3, 5.3.1, and 6.2.1.B.2 of the Unified Development Ordinance of the City of Sycamore, Illinois. First and Second Reading.

On April 9 the Sycamore Plan Commission held a workshop session to consider more detailed parameters for the installation of commercial kiosks on commercially-zoned property within the City of Sycamore. The “kiosk” concept has roots in commercial zoning protocols of the 1960s and 1970s but is not presently reflected in the City’s UDO. The Commission gave direction to the City staff to return at a future meeting with some explanatory language that met their concerns.

The primary question is whether or not a pre-fabricated commercial kiosk about the size of the drive-through photo labs of an earlier era can be permitted on a commercially-zoned parcel where one or more principal structures already exist. Typically, such small structures would be placed in a parking area, not unlike an ATM unit, in such a manner as to permit normal vehicle movements to and from off-street parking stalls. The question was prompted by the interest of a local resident in locating a pre-fabricated “coffee hut” on a large commercial parcel that would house two employees and serve coffee and espresso drinks from a drive-through window. This concept is already a franchise opportunity in the upper Midwest and the Pacific Northwest.

Some questions considered by the Commission included the following:

1. Does the UDO permit such a structure in any of the City’s zoning districts? The UDO presently permits such structures in “C-2” and “C-3” zoning districts, provided they meet the required setback requirements. The yard setbacks are as follows:

Setbacks	C-2	C-3
Front Yard	0’	50’
Corner Side Yard	0’	50’
Side Yard	0’	10’
Rear Yard	5’	25’

Although the “C-2” Central Business District regulations do not require yard setbacks along street frontages, any attempt to install a drive-through would clearly need to account for safe ingress and egress that did not stack vehicles in the adjoining streets.

Members of the Commission noted that in “C-3” Highway Business districts, a drive-through use of the type proposed here would need visibility from the street to be economically viable. For such a small structure to attract the motoring public, it would need to be closer than the minimum 50 feet to street frontages at most commercial intersections.

2. Does the structure conform to local and state building codes? Building Commissioner Lyle Doty has reviewed this type of use with state officials. If restrooms are available in the principal use on the lot, up to two employees could use them without installing separate restroom facilities. Certifications from the manufacturer of the structure regarding compliance with locally-adopted plumbing, electrical, and building codes would be required.
3. Are any departures from the UDO required to accommodate such a use? The principal variation involves the yard setbacks noted above. Existing sign regulations would continue to apply.

At the Plan Commission meeting on May 14, the City staff requested the Plan Commission’s consideration of the following revisions to the UDO:

- **Section 1.3.3. Definitions.**

***KIOSK:** shall mean an enclosed structure less than 200 square feet in area, that is designed for providing specialty type retail services of either the drive through or walk up variety.*

These structures may be used to provide some type of limited service such as, but not limited to, the sale of coffees or shaved ices where water and sanitation can be provided by portable means. Employee restrooms must be provided on site or at an adjacent building on the same site as long as the restroom is accessible, available at all times that the business is open and within 300 feet of the kiosk.

- **Section 5.3.1. Table of Permitted Uses. Subsection D, Food Service Use:**

Revise to add “Kiosk” as a “special use” in the C-1 Neighborhood Business, C-2 Central Business, C-3 Highway Business, and C-4 Mixed Use districts.

- **Section 6.2.1.B.2. Accessory Structures and Uses. Subsection B, Permitted Yard Obstructions:**

Revise to allow a “Kiosk” as a permitted yard obstruction in the C-1 Neighborhood Business, C-3 Highway Business, and C-4 Mixed Use districts.

A “Kiosk” shall be added as a permitted obstruction with a “Special Use” in required front or side yards in the C-1 Neighborhood Business, C-2 Central Business, C-3 Highway Business and the commercial areas of C-4 Mixed Use districts provided that (a) a minimum 20 foot separation can be provided from any property line or other building, (b) stacking requirements can be met and (c) required parking can be maintained.

At the May 14 meeting, the Plan Commission voted 8-0 to recommend the Council’s approval of the proposed textual revisions to the UDO. City Council approval of the Plan Commission recommendation is requested.

B. Ordinance No. 2007.05—An Ordinance Concerning the Recommendation of the Plan Commission With Regard to a Petition to Amend Article 6.8.8.C.2 of the Unified Development Ordinance of the City of Sycamore, Illinois. First and Second Reading.

Building Commissioner and Zoning Officer Lyle Doty has proposed a variation in Section 6.8.8.C of the Unified Development Ordinance (“UDO”) to permit modest ground signs in older commercial areas where the distance between the sidewalk and the building façade does not conform to contemporary setback standards. The impetus for this investigation is the request of several new commercial ventures for tasteful monument-style ground signs on older commercial parcels. The present code provisions require a ten-foot setback from the front property line. In many cases on Sycamore’s downtown side streets, for example, the entire setback to the front building façade may only be ten feet. A case in point is the former Chicago Title building on N. Main Street, which has been leased by Elburn Coop for its offices.

Mr. Doty has proposed the following revision to Article 6.8.8.C.2:

Location. No free standing signs shall be located closer than ten (10) feet to a front property line, and shall be located as far as possible from any transition side property line.

Exception: For commercial properties that were developed prior to May 1, 2005 one ground sign not larger than fifty (50) square feet in area may be located within thirty (30) inches of the front property line when not located in a vision triangle.

The Plan Commission considered Mr. Doty’s proposed revision at its last regular meeting on May 14 and recommended the City Council’s approval by a vote of 8-0. City Council approval of the Plan Commission recommendation is requested.

12. RESOLUTIONS--None

13. CONSIDERATIONS

A. Consideration of Secondary Water Meters.

In March of 2004, the City Council’s Water and Sewer Committee considered the possible impact of permitting “secondary” water meters for residents who wish to irrigate their lawns without incurring sewer fee costs. Such metering would account for water use but

would allow users to achieve a savings in sewer fees that would otherwise be assessed on the basis of the flow through their primary meter. In recent weeks, a number of local residents have inquired about the possibility of metering their lawn sprinkling separate from their household water use.

The 2004 Water and Sewer Committee discussion followed a Water Division pilot study to assess the potential gain in water fees from increased usage, and the potential loss in sewer fees. The study was conducted by Assistant Public Works Director Ebe Smith from May to December, 2003 and involved four single-family users. Assuming no adjustment in the water and sewer fee schedules, the study found that the increase in water fees from an average-sized yard sprinkler system would not necessarily offset the loss in sewer fees if the yard irrigation was metered. As a result, the Committee did not recommend the permitting of secondary meters, except for commercial purposes where large open spaces are maintained by yard sprinkler systems with separate meters. An additional consideration was the Committee's belief that the present system acts as a water conservation tool. Yard sprinkling occurs every year, but the volume of water pumped for this purpose is limited by the cost.

The City Manager requests a meeting of the Sewer and Water Committee on June 4 to consider this topic once again. Although the water and sewer fees have not changed, the interest on the part of new homeowners working to establish new lawns seems to be steady. In advance of the meeting, the Public Works department will prepare a number of options for the Committee's consideration.

B. Consideration of an Administration Request for a Closed Session to Discuss Pending Litigation.

- 14. OTHER NEW BUSINESS**
- 15. APPOINTMENTS**
- 16. ADJOURNMENT**