
SYCAMORE PLAN COMMISSION MEETING
MINUTES OF APRIL 9, 2007

CALL TO ORDER AND ROLL CALL

Chairperson John Lewis called the meeting to order and City Clerk Candy Smith called the roll. Those Commissioners present were: George Bridgewater, Lowell Evans, Ken George, Cindy Henderson, Bill Lorence, Cheryl Maness, Michelle Schulz, Larry Steczo, and Chairperson John Lewis. Commissioners Tom Brotcke, Bill Davey, and Dave Shipley were absent. Other staff members present were City Manager Bill Nicklas, City Engineer John Brady, Building Commissioner/Zoning Officer Lyle Doty, and Commission Attorney Kevin Buick.

APPROVAL OF MINUTES OF MARCH 12, 2007.

Motion

Commissioner Lorence moved to approve the Minutes of March 12, 2007 and Commissioner Schulz seconded the motion.

Voice Vote

Chairperson Lewis called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 9 - 0.

APPROVAL OF AGENDA

Motion

Commissioner George moved to approve the agenda and Commissioner Henderson seconded the motion.

Voice Vote

Chairperson Lewis called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 9 - 0.

Commissioner Davey arrived at 7:04 p.m.

CONSIDERATIONS

A. Consideration of a Final Plat for Phase Two of the Thanks America Commercial Division in the City of Sycamore, Illinois.

City Manager Nicklas said this plat defines 7 lots in the vicinity of Dosen Drive and Wirsing Parkway. He said these lots will be zoned as M-1 Light Manufacturing as determined in the Plan Commission and Council votes of February, 2007.

Motion

Commissioner Lorence moved to forward the Final Plat with a favorable recommendation to Council and Commissioner Steczo seconded the motion.

Roll Call Vote

Chairperson Lewis called for a roll call vote to approve the motion. Commissioners George Bridgewater, Bill Davey, Lowell Evans, Ken George, Cindy Henderson, Bill Lorence, Cheryl Maness, Michelle Schulz, Larry Steczo, and Chairperson John Lewis voted aye. Motion carried 10 - 0.

B. Consideration of a Final Plat for the Gateway Medical Subdivision.

City Manager Nicklas said this plat combines three lots into one lot to accommodate a larger clinic prospect on the new Lot One. He said the proposed re-subdivision would normally be handled by the plat officer, but the creation of a new water main easement is beyond the authority of the plat officer.

Motion

Commissioner Lorence moved to forward the final plat with a favorable recommendation to Council and Commissioner Steczo seconded the motion.

Roll Call Vote

Chairperson Lewis called for a roll call vote to approve the motion. Commissioners George Bridgewater, Bill Davey, Lowell Evans, Ken George, Cindy Henderson, Bill Lorence, Cheryl Maness, Michelle Schulz, Larry Steczo, and Chairperson John Lewis voted aye. Motion carried 10 - 0.

C. Consideration of Revisions to the Plan Commission's By-Laws.

City Manager Nicklas explained that at the March 12 meeting some proposed revisions to the Commission's by-law were reviewed and are on this agenda for action.

Motion

Commissioner Lorence moved to forward the revised Plan Commission by-laws with a favorable recommendation to Council and Commissioner Schulz seconded the motion.

Roll Call Vote

Chairperson Lewis called for a roll call vote to approve the motion. Commissioners George Bridgewater, Bill Davey, Lowell Evans, Ken George, Cindy Henderson, Bill Lorence, Cheryl Maness, Michelle Schulz, Larry Steczo, and Chairperson John Lewis voted aye. Motion carried 10 - 0.

Mr. Nicklas said in the 1997 by-laws Council approval was not required, so he will provide copies of the new by-laws at the next meeting.

Commissioner Lorence asked if they could have fresh copies of the UDO and Mr. Nicklas said he would provide those at the June meeting.

WORKSHOP ITEMS

A. Consideration of a Building & Zoning Department Recommendation to Amend Article 1.3.3, Article 5.3.1, and Article 6.2.1 of the Unified Development Ordinance to Define a Commercial "Kiosk," to Establish the Zoning Districts in Which a Commercial "Kiosk" Could be Installed, and to Permit Such a Structure Within Permitted Yard Areas in the City of Sycamore, Illinois.

City Manager Nicklas explained that about three weeks ago a decision needed to be made to publish or not to publish because a petitioner, Charity Brunner, had a specific idea to establish a kiosk. He said he realized this was not a recognized structure in the UDO. He said because Ms. Brunner has not gained control of a particular site, the urgency of this specific request has fallen away, but this is before the Plan Commission tonight for general consideration to allow such a commercial kiosk. He said the C-2 zoning poses a problem for limited parking and may be considered in the C-1 and C-3 zoning. He said besides zoning, they would need to consider setbacks, if this should be a special use or permitted use, signage, and the building itself in regard to building codes. He said Ms. Brunner who has a specific proposal was in the audience, but tonight they would be looking for language to accommodate the general idea.

Chairperson Lewis asked if our ordinance allowed for signage on top of buildings.

Mr. Nicklas said it did not.

Commissioner Maness asked if there would be a height requirement.

Mr. Nicklas said the parameters were wide open and the Plan Commission's challenge would be the zoning considerations.

Chairperson Lewis asked if it would be appropriate to serve from both sides.

Mr. Nicklas said the key would be the ingress and egress to accommodate that type of traffic.

Commissioner Lorence said he would want the queuing to be off street and the queue to release to traffic and not coming into traffic. He said he was concerned about placement on corners because he would not setback variations. He said he has been to this type of business in Oregon.

Commissioner Schulz asked if the Tropical Sno business in Brown's parking lot was a similar structure.

Mr. Nicklas said that is a walk-up business and it was a stretch to place that.

Commissioner Steczo asked what size Ms. Brunner was anticipating.

Charity Brunner, 364 Chauncey St., said it is a 9 x 14 space that would work well with 2 or 3 people. She said she was from Oregon and these types of structures are common in Oregon and California.

Commissioner Lorence said he thought there should be a maximum size placed on this type of vehicle.

Commissioner Davey asked what happens to the building when the place goes out of business.

Ms. Brunner said she could run it on a water system and would not need to tap into the sewer so it could easily be removed by a rigging system.

Mr. Nicklas said they should make a provision for the removal of the buildings.

Commissioner Lorence said he has seen a time limit set for removal of buildings after businesses close.

Building Commissioner/Zoning Officer Lyle Doty said he spoke with the state plumbing inspector and they have approved this type of unit, but certified bottled water would have to be brought in, a place to empty gray water would be required, and permission to use the toilet room of a nearby facility must be attained.

Commissioner Maness asked if this type of business would need to meet health requirements.

Mr. Doty said she has gotten permission from County Health Inspector Crystal Springmire.

Commissioner Bridgewater said he did not think this type of business should be in C-1 Neighborhood Business zoning.

Commissioner Steczo said because this will be considered a special use and Plan Commission will need to review each request, he thought they should not limit the zoning to C-3.

The consensus of the Plan Commission was to look at this for the UDO as a special use so each request would stand on its own merit.

Mr. Nicklas said he would set a formal hearing at the next meeting to revise the UDO to define a kiosk.

REPORTS

PERSONS TO BE HEARD FROM THE FLOOR ON OTHER THAN AGENDA ITEMS

ADJOURNMENT

Motion

Commissioner Lorence moved to adjourn the meeting at 7:31p.m. and Commissioner Schulz seconded the motion.

Voice Vote

Chairperson Lewis called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 10 - 0.

Approve:

Chairperson – John Lewis

Attest:

Candy Smith, City Clerk