



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

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Approved by the PZC on 8-10-22.
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Trustees on 9-6-22.

**PLANNING AND ZONING COMMISSION MEETING MINUTES
IMMEDIATELY FOLLOWING THE PUBLIC HEARING
WEDNESDAY, NOVEMBER 3, 2021
Maple Park Civic Center
302 Willow Street, Maple Park**

1. CALL TO ORDER

Chairperson Sutherland called the Planning & Zoning Commission Meeting to order at 7:03 p.m. and asked for a roll call.

2. ROLL CALL/QUORUM ESTABLISHED

Deputy Clerk Aldridge called the roll and the following members answered present: Commissioner Hillary Joy, Commissioner Russell Kubis, Commissioner Catherine Mathews, and Chairperson Kimberly Sutherland. Absent: Commissioner Kyle Foster

Also present was Village Administrator Dawn Wucki-Rossbach and Deputy Clerk Cheryl Aldridge.

3. PUBLIC COMMENTS - *Any resident wishing to address the Commission may do so according to the guidelines set forth in the "Rules for Public Comments at Public Meetings" handout. Please complete a speaker request form and submit it to the Village Clerk. You may also send an email to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting*

None

4. APPROVAL OF MEETING MINUTES

- March 25, 2021
- September 22, 2021

Motion by Commissioner Joy with a second by Commissioner Kubis to approve the Plan Commission Meeting Minutes for March 25, 2021 and the Planning and Zoning Commission Meeting Minutes for September 22, 2021. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

5. PZC #21-001 TA – Text Amendments to Title 11 Zoning Regulations and Title 12 Subdivision Regulations

The Village Administrator explained that the Village Code requires a public hearing be held and that the Planning and Zoning Commission (PZC) review the text amendments to

Title 11 Zoning Regulations. These text amendments are the result of the consolidation of the Plan Commission and Zoning Board of Appeals. The Code requires that the PZC review and recommend the changes to the Village Board. The proposed amendments replace the Plan Commission and the Zoning Board of Appeals with Planning and Zoning Commission throughout the Zoning and Subdivision Ordinances.

Although Title 12 is the Subdivision Regulations it does not require a public hearing and does not require review by the Planning and Zoning Commission; however, the Subdivision Regulations refer to the Plan Commission and Zoning Board of Appeals and therefore, requires that the Plan Commission and Zoning Board of Appeals be replaced with the Planning and Zoning Commission. The Planning and Zoning Commission is reviewing and recommending the change to the Village Board because they are the considered part of the Subdivision Regulation process.

Motion by Commissioner Joy with a second by Commissioner Mathews to approve PZC #21-001 Findings of Fact and recommend that the Board approve text amendments for Title 11, Zoning Regulations. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

Commissioner Joy clarified who is the Code Official; Administrator Wucki-Rossbach stated Lou Larson, Building Code Official, and it may defer to the Village Administrator in his absence. She stated that it Section 12-7-2.E.1.g., currently it states Zoning Commission Chairperson when it should say Planning and Zoning Commission Chairperson. Administrator Wucki-Rossbach thanked Commissioner Joy for catching the text change, the text will be changed before it is sent to the Village Board for approval.

Motion by Commissioner Joy with a second by Commissioner Mathews to recommend to the Village Board that the Board review and approve the text amendments to Title 12, Subdivision Regulations. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

6. PZC #21-002 PLTC – Plat of Consolidation – Bokamp Property – Consolidating 505 Main Street and 110 Summer Street in one (1) Property to be known as 505 Main Street

Administrator Wucki-Rossbach stated that the Village Board sold 110 Pleasant Street to Mr. Bokamp in September 2022, Mr. Bokamp would now like to consolidate 505 Main Street and 110 Pleasant Street into one (1) parcel. Per the Village Code, the Village has the ability to consolidate the property the Subdivision Regulations, Chapter 15, Direct Village Board Approvals of Plats. A regular subdivision would require the installation of storm sewer, water and sewer and detention ponds, by utilizing the direct plat approval, the property owner will not have to install stormwater detention or water and sewer because the property is already connected to the Village's systems.

A Public Hearing Notice was published in the Daily Chronicle on October 15, 2021. A Public Hearing notice sign was posted and mailed to the property owners within 250' of 505 Main Street. The Public Hearing notice, sign and mailing are applicable to PZC #21-

002, PZC #21-003, and PAC #21-004. No objections were raised by any property owners. No public comments were received at the Public Hearing.

Motion by Commissioner Joy with a second by Commissioner Kubis to approve the PZC #21-002 Findings of Fact and to recommend that the Village Board approve the Plat of Consolidation of 110 Summer Street and 505 Main Street that will be known as 505 Main Street, Maple Park, IL. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

7. PZC#21-003 MA – Map Amendment – Bokamp Property – 505 Main Street – Rezoning property from B-1 Central Business District to R-1 Single-Family Residential District

Administrator Wucki-Rossbach stated that the Village's 2015 Comprehensive Plan illustrates that the B-1 will continue to the eastern property line of 505 Main Street; however, there have been many complaints regarding the noise, parking and traffic generated by the businesses on Main Street.

Mr. Bokamp stated that the property has previously been residential; Administrator Wucki-Rossbach stated that back in 1987 the property was zoned for two-family residential. The property reverted back to B-1 when the prior owner worked out of the property. In 2018, there was talk about a map amendment to R-1 Residential, but never transpired.

The PZC can review and make a recommendation regarding the rezoning, the Village Board will consider the PZC recommendation and if the Board agrees with the map amendment, will approve it. The Comprehensive Plan, when it is updated, can reflect the change in zoning for this parcel.

Commissioner Joy inquired about the existing homes that are zoned B-1, they are considered legal non-conforming. In terms of the Comprehensive Plan, the plan should be dated every five (5) years, which would have meant 2020 for Maple Park; however, this is a best practice and not a State Statute so no one from the State will be contacting the Village regarding the update of the plan. Many municipalities need to update their plans so it is not unusual to be slightly off the five-year schedule. Updating the Comprehensive Plan is a joint effort with PZC input, as well as input from the Village Board, residents and business owners.

Motion by Commissioner Joy with a second by Commissioner Mathews to approve the PZC #21-003 Findings of Fact and to recommend that the Village Board approve of the map amendment for 505 Main Street, Maple Park, IL from B-1 Central Business District to R-1 Single-Family Residential District. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

8. PZC #21-004 – VAR – Variations – Bokamp Properties – 505 Main Street – Seeks variations to front, side and rear yard setbacks; building height, lot coverage and parking in an R-1 Residential Zoning District

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Chair Sutherland read through the variations. Administrator Wucki-Rossbach, had Mr. Bokamp mark on the consolidated parcel where the setback lines would be in a regular R-1 Residential zoning lot. The front, side and rear yard setbacks are standard, and are increased because once a building height exceeds 35' in height (which is another variation for this property), the building is 42', an additional setback distance is needed on the front, rear and side yard setbacks. For example, the front setback increases from 30' to 33.3'. An R-1 District requires two covered parking spaces and two uncovered parking spaces, Mr. Bokamp will only have one (1) parking space, so a parking variation is needed. The final variation is lot coverage. Without the proposed parking space, the property is under the maximum lot coverage of 40%; however, once the parking stall is constructed, the maximum lot coverage is 40.03%, which requires a variation.

The requested variations will only proceed if the Village Board approves the Plat of Consolidation and the map amendment. If those are approved, the variations approved by the PZC will then be approved. Based on how the code is currently written, the zoning variations are approved by the PZC and not the Village Board. It is anticipated that the Zoning Ordinance will be changed to require the variations also be approved by the Village Board.

Commissioner Kubis asked about the parking spaces. Staff replied code requires two (2) stalls undercover and two (2) stalls with no cover, currently the lot has none. Discussion ensued regarding what would happen if Mr. Bokamp were to remove the tress and the existing concrete slab and install a new slab and garage. The property would be checked to see if the lot coverage was going to be exceeded beyond the 40.03%, if so, the owner would need to apply for another zoning variation and obtain approval before anything would be permitted. If the parking slab is not in before winter there will be a problem with overnight parking after two (2) inches of snowfall.

Motion by Commissioner Joy with a second by Commissioner Mathews to approve the PZC #21-004 Findings of Fact and to approve the variations to the front, side, rear yard setbacks; building height, lot coverage and parking in an R-1 Residential Zoning District contingent upon the approval of the Plat of Consolidation and the map amendment from B-1 Central Business District to R-1 Residential Zoning District. On a roll call vote Chairperson Sutherland, Commissioner Joy, Commissioner Kubis, and Commissioner Mathews voted yes. Commissioner Foster was absent. Motion carried.

Administrator Wucki-Rossbach advised the PZC that KaneComm needs to install a radio tower on the Maple Park and Countryside Fire Department Property. The tower would alleviate some transmission gaps in coverage for KaneComm users. Both the Village and the Fire Protection District utilize KaneComm for their dispatch services. Unfortunately, the code does not permit radio towers so a text amendment will be needed in order to add radio/cell towers to the Special Use Permit in the business districts. The fire station is zoned B-2 General Commercial Business District. In this case, the Village would want to ensure that radio/cell towers are permitted as a special use in the B-2 General Commercial Business District.

Commissioner Joy motioned to adjourn with a second by Commissioner Mathews. Motion carried.

Meeting adjourned at 7:39 p.m.

Respectfully Submitted,


Cheryl Aldridge, Deputy Clerk