

**Village of Downers Grove
Car Show Committee
Summary**

Ante Room, Village Hall
March 27, 2007

Members Present: Len Clair, Joe Domijan, David Hanks, Chuck Farrar, Frank Giancola, Mel Gregory, Joe Heiberger, Bill Horwath, Bob Jankowski, Garry Kornack, Bob Markert, John Pedersen

Staff: Audrey Priorello

Agenda Item: Minute Approval

Decision: A motion to accept the minutes was made by Frank Giancola and seconded by Chuck Farrar, all in favor.

Agenda Item: Response Card & Survey

Decision: The committee reviewed the Car Show Survey. Several changes were made including adding questions regarding the stanchions & flags, participation in other Heritage Festival attractions and what participants like about the show. The only change on the Response card was to delete the comment about the twilight show.

Agenda Item: Old Business

Decision: Member/Volunteer Shirts: The committee decided on a new lighter-weight, gold, polo shirt. All members were given order forms for themselves and family members that volunteer the day of the show.

Update on Donations Received: Staff reported on the donations received to date. Mr. Domijan volunteered to print the grid used for door prize distribution. Staff will contact Whole Foods for donation of the goodie bags.

Signage: Staff will laminate the Car Show poster and post within the festival at the following locations: Beer Garden, Information Booth, Amusement Ride Areas, Portable Toilets, Buses or Bus Stops and Lot of Fun Area. Car Show information will also be included in the Heritage Festival News. Mr. Gregory suggested posting signage at Village Hall, last year's site, to direct spectators and participants to the new location at Warren & Forest. Mr. Pedersen suggested using large helium balloons to draw spectators to the Car Show. Outside the festival signage locations would include: Main & Maple, Main & Carpenter, Carpenter & Gilbert, Gilbert & Forest, Main & Franklin, and Forest & Franklin. It was suggested to use barricade horses to attach signs to. Mr. Markert noted the importance of signage for the cars entering the show on Forest so traffic does not back up on the railroad tracks.

Entrance & Exit Plan: The cars will enter through DG National Bank Drive Up and be directed to a parking spot by a committee member. Due to the location of the show and space restrictions, participants will not be able to choose their parking spot. The order decided on for filling the show: Community Bank Lot, 1121 Warren Avenue Lot, Warren

Avenue starting at Forest on both sides of the streets until Saratoga, Warren west of Saratoga the south side of street only. The show will exit west on Warren Avenue towards Belmont. Stanchions & Flags: By majority vote, it was decided not to use the stanchions & flags this year.

Location: Staff reported that permission was received to use the following parking lots: Community Bank, DG National Drive Up, Medical Center lot at Forest & Warren (for committee cars & DARE vehicles), 1121 Warren Parking Lot. The property at 1245 is still be negotiated. Staff suggested toilet placement in DG National Drive Up. The stage location will be on Saratoga at Warren. The location of the registration tents will be placed on a future agenda.

Agenda Item: **New Business**

Decision: Donut Trailer: Staff reported that a sponsor with a Dunkin Donut trailer would like to giveaway free samples of beverages at the Car Show. The location of this mobile unit within the Car Show site is to be determined. No parking spaces will be used.

Tillman Tigers: Staff reported the Tillman Tigers, Ford Model T assembly experts who will attempt to assemble a Ford Model T in two minutes would like to perform at the Car Show. While the committee thought it was a great idea, we could not provide enough space for such an attraction within the Car Show site. However we will consider for 2008.

Agenda Item: **Next Meeting Date**

Decision: The next meeting will be Tuesday, April 24, at 6:30pm in the Ante Room.

VILLAGE OF DOWNERS GROVE
Human Services Commission
Minutes
March 7, 2007

Commission Members Present: Chairperson, Trisha Svehla, Members: Geoff Neustadt, Theresa Carlquist and Leksa Pravdic

Members Absent: Princess Dempsey and Joyce Tumea

Staff Liaison: Andrew J. Matejcak

Director, Counseling and Social Services

I. Roll Call

The meeting was called to order at 6:37pm. A quorum was obtained.

II. Approval of Minutes February Meeting Minutes were approved as presented.

III. Discussion:

Staff Liaison Director Matejcak noted some of terms of service for the commission members were nearing their end and that the Village had received feedback for most of the members seeking to continue or finish out their terms.

Chairperson Svehla shared her decision to follow new pursuits with work and projects. She noted she will be stepping her down from the boards of the several organizations she has volunteered her energies towards over the years. Commission members shared their appreciation for her work with the Commission and the service to other organizations that she generously supported. Director Matejcak said he would look into the possibility for renewal of the commission's youth member if the vacancy is available or if the terms change. Various commission members also shared their intentions to renew their term. Director Matejcak also informed members who were not aware of the tradition to not appoint new commission members for a period of time around the election date highlighting that while there may be vacancies, the intention would be to fill them for all boards and commissions after the election period had concluded.

Director Matejcak shared with the commission a project that he is working on through Counseling and Social Services to address the snow removal issues associated with senior/handicapped parking at some of the locations throughout the Village. Following requests from seniors at a senior housing residence and those with parking at handicapped spots on Village owned lots, the department of C&SS will be looking into a referral source by which to coordinate volunteers. Several Volunteers from staff were identified including scouts, church community, resource center participants, and other community organizations. Ms. Pravdic noted the National Honor Society program

requires participating students to provide community services hours and forwarded a contact person running the program

Chairperson Svehla expressed some concern over the carefulness of creating a situation that enables responsible parties from not providing the services they are paid to do. Mr. Matejcak noted in the case of Village owned spots there may be times when the Village Public Works department would be heavily engaged in snow plowing having to make multiple passes on the streets leaving quite a delay before they could address the smaller areas like between parked cars in handicapped lanes. He added that during this winter, the crews were very active in emergency repairs of the unusually high number of water main breaks. He went on to note, the issue raised by Chairperson Svehla was very relevant overall and especially in the situations where private lots had contracted snow removal; the management/owners needed to follow through with the contractor to ensure handicapped parking is accessible. The neighbor to neighbor program of several years ago was discussed and the issue of incongruent expectations between the recipients wanting immediate service and the availability of volunteers made the program challenging for the volunteers. Following the first year of its launch virtually no volunteers had re-upped for the program in its second year.

Mr. Neustadt asked if the Village had an ordinance that the handicapped parking areas have to be maintained by property owner whether that is the Village or a private company. Director Matejcak offered to check into that question and report back to the commission. He also share the Village's role would be to assist service recipients in getting connected with volunteer resources but would not take specific ownership or responsibility for the personnel or the work being provided.

The Commission members discussed a local chapter of Campus Life, a Christian based youth organization that has been seeing steady growth over the last several years. Director Matejcak noted he became recently aware that their organization has enjoyed much growth over the recent years and that it provided a positive venue for teens to gather and socialize. Ms. Carlquist offered some information that she was aware of and referred to a recent article in a local newspaper that highlighted the organization, located in a building on Rogers St.

Adjournment: The meeting closed at 7:47pm

Submitted by: Andrew J. Matejcak, Staff Liaison

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
March 28, 2007**

MINUTES

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:37 p.m. Trustees present: DiCola, Greene, Humphreys, Vlcek, Daniels. Trustees absent: Read. Also present: Library Director Bowen. Visitors: none.

APPROVAL OF MINUTES

The Board reviewed the minutes of the regular meeting of March 14, 2007. It was moved by Humphreys and seconded by Vlcek **THAT THE MINUTES OF THE REGULAR MEETING OF March 14, 2007 BE APPROVED AS WRITTEN.** Ayes: Greene, Humphreys, Vlcek, Daniels. Abstentions: DiCola. Nays: none. Motion carried.

PAYMENT OF INVOICES

The Board reviewed the list of invoices submitted for payment. It was moved by Greene and seconded by DiCola **TO APPROVE PAYMENT OF OPERATING INVOICES FOR MARCH 28, 2007 TOTALING \$39,814.44.** Ayes: DiCola, Greene, Humphreys, Vlcek, Daniels. Abstentions: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OLD BUSINESS

None.

NEW BUSINESS

- First reading of a proposed change to the Bylaws on attendance at Board Meetings

The latest amendment of the Illinois Open Meetings Act specifically addresses public officials attending meetings electronically. Unfortunately the amendment states that, while it is permissible for a public body to approve a member's meeting attendance by electronic means, that member's attendance can not be included in the count establishing a quorum. A quorum of the public body must be physically present at the meeting site. This requires an amendment to the Library Board By-Laws, which currently do allow a trustee attending electronically to be counted toward the quorum. A draft of the By-Laws on attendance with appropriate revisions was included in the packet for the Board's consideration. Trustee Read was not able to attend this meeting, but he did email comments on several agenda items to Bowen. One of the comments suggested an alternate wording of the new language in the draft bylaws. Bowen passed out copies of Read's comments to the trustees. Since revision of the bylaws requires readings at several meetings, the consensus was that discussion would be delayed until the next meeting so that Read could take part in the discussion.

- Discussion of a draft of Guidelines on Communications for Trustees

At the last board meeting there was a discussion of an article on the use of email and the Open Meetings Act that had been distributed to the MLS Board of Directors. During that discussion the Board determined that it would be useful to have guidelines on the appropriate use of email by library trustees. The guidelines could serve as a training piece for new trustees, as well as a reminder for current trustees. Bowen had been directed to develop a draft of the guidelines for the Board's consideration. When he started working on the draft Bowen realized that many of the questions to be included were relevant to communications in general, so rather than focusing only on email, he took the opportunity to consider the whole issue of communications between trustees and the Open Meetings Act. The result was the proposed draft of "Guidelines on Communications for Library Trustees".

The Trustees agreed that the approach was appropriate and useful. In general they were pleased with the guidelines that were presented; however, they agreed that two additional questions should be considered in the document: How can a trustee who is unable to attend a scheduled meeting contribute his or her ideas to be included in the discussion? How should a trustee respond to unsolicited emails from citizens with complaints about library programs, services, or personnel? There was a general discussion on appropriate responses to these questions, and Bowen was directed to prepare a new draft of the guidelines including these questions for consideration at the next meeting.

- Discussion of developing a job description for library trustees

At the last meeting Trustee Read reported that the Metropolitan Library System Board of Directors had recently approved a job description for MLS directors. He suggested that a similar job description for Downers Grove Public Library Trustees might be a useful tool for training new trustees and providing information about the position to interested residents. The Board had agreed to discuss the concept at this meeting, and copies of the MLS trustee job description were included in the packet.

Bowen reported that in preparation for tonight's meeting he had reviewed the "Powers and Duties" of a library board of trustees in the Local Library Act. He noted that the MLS job description focused on the overall planning role of a board, but did not consider a library board's very important responsibilities as a public body with the authority to determine the tax levy, a responsibility to the taxpayer for the expenditure of the monies collected for the library, and the authority to set the policy, rules, and regulations that govern operation of the library. Daniels and DiCola also commented that it is important to include those considerable powers and responsibilities in such a job description. The Board decided to table the discussion of a job description for trustees until the next meeting and directed Bowen to provide copies of the relevant sections of the Local Library Act with the materials for that meeting.

REPORT FROM THE ADMINISTRATION

Bowen reported that the Library had received a letter from Secretary of State Jesse White stating that the Library has been awarded a FY2007 Illinois Public Library Per Capita Grant in the amount of \$59,600. This year's grant was funded at \$1.22 per capita compared to \$1.25 in the past. The checks for the grant are typically distributed in late April or May.

Bowen reviewed the statistical reports for January and February. The year-to-date statistics are based on the old May – April fiscal year, so that they can be easily compared to the previous year. Beginning with May 2007, the statistics reports will reflect the new calendar-based fiscal year. Bowen reported that he plans to do the same thing with the annual report to the state library. This year's report will cover May 2006 through April 2007. The report filed in 2008 will cover the calendar year 2007. He decided not to use statistics for the truncated 2006 year, because they would be meaningless to anyone else, and useless to the library for comparison to later year's activities.

Bowen reported that programming for this year's Big Read is under way. It is interesting that while attendance for Big Read programs on things like the art and culture of the period are very well attended, actual book discussion programs generally have a small turnout. Downers Grove was the first of the Big Read libraries to hold a book discussion on this year's book, E.L. Doctorow's *The March*. Twenty people attended last week's book discussion--a huge turnout for any book discussion. Only two of the audience members were library book discussion regulars, the others had all attended because they were particularly interested in discussing *The March*. Staff member Sue O'Brien, who led the discussion, reported, "The group members were very complementary about all of The Big Read programs they have attended. One said, of all the programs she attended (whether they were at Downers Grove or at other Big Read libraries), Downers Grove residents were always the largest group in the audience."

Library staff are concerned about some incidents in the Teen Central area. There are several men who appear to enjoy sitting in that area so they can watch the teenagers, mainly the young girls. This makes the teens uncomfortable using the area. Staff are going to experiment with posting signs in Teen Central that say the area is "reserved for use by teens after school and on weekends, unless all other seating is in use." Staff will point out the signage when they ask adult patrons to move to another area of the library during the times that Teen Central is used by teens. Vlcek inquired if the staff were comfortable with having to ask these patrons to move? Bowen reported that unfortunately dealing with this sort of issue is part of the job. It was staff of the department where Teen Central is located who suggested the signs. Experience has shown that it is much easier to enforce rules that are visibly posted. Most people comply when staff can show them something in writing that backs up what they are saying. Staff are also trained to approach patrons in pairs and to call for back up if they have any reason to be nervous about dealing with a particular patron.

TRUSTEES REQUEST FOR INFORMATION AND ANNOUNCEMENTS

Trustee Greene reported that following last week's discussion of using mobile phones in the tornado shelter areas of the building, she and a friend who have cellphone/walkie-talkies came into the library to test the transmission in the shelter areas last weekend. The meeting room was in use, so they could not try them there, but they did have a signal in the northwest shelter area of the building.

Trustee Vlcek mentioned that she enjoys reading each department's monthly report to the Library Director and asked if departments would be interested in making presentations to the Board about the work of their departments from time to time. She said she would not want staff to be forced to this if they were not comfortable with it. Bowen will discuss this with staff.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:42 p.m.

Approved April 11, 2007

PARKING & TRAFFIC COMMISSION

Minutes of Public Hearing

March 14, 2007

Downers Grove Public Works Facility
5101 Walnut Avenue, Downers Grove

Chairman Johnson called the March 14, 2007 meeting of the Parking and Traffic Commission to order at 7:00 p.m. Roll call followed and a quorum was established.

ROLL CALL:

Present: Commissioners Carlquist, Stapleton, Thurston, Chairman Johnson

Absent: Commissioners Kren, Wendt, Yeksigian

Staff Present: Mr. Dave Barber, Dir. of Public Works; Mr. Dorin Fera, Traffic Manager; Mr. Louis Dominguez; Police Sgt. Harrison and Officer Sembach; Village Manager Cara Pavlicek; Recording Secretary Megan Dugard

Visitors: Rick and Marie Hejnal, 4724 Roslyn; Mike Willett, 4732 Roslyn; Mike Ziganto, 4200 Venard Road; Kathy and Peter Reiselt, 4618 Roslyn; Valerie Noll, 4744 S. Fairview; Debra Benton, 4533 Roslyn; Sean Fleming, 4634 Roslyn; Dan Pitelka, 718 Prairie; Scott and JoEllen Douglas, 4622 Roslyn, Ken Berberich, 4812 Roslyn; Chris Pautsch, 4701 Roslyn,; Steve Vogrin, 7121 Matthias; Dale Book, 5317 Park Avenue; Pamela Spal, 4601 Roslyn; Rachel Mayorga, 4411 Roslyn; Terry Hansen, 4525 Roslyn; Frank Falesch, 20 Prairie Avenue

Chairman Johnson informed the commissioners that the meeting was being recorded on Village owned equipment to aid in the preparation of the meeting minutes.

APPROVAL OF FEBRUARY 14, 2007 MINUTES

Changes included adding the two corrections received in an e-mail from resident Christine Fregeau, 1918 Elmore, Downers Grove. **COMMISSIONER THURSTON MOVED TO APPROVE THE FEBRUARY 14, 2007 MINUTES AS CORRECTED. COMMISSIONER CARLQUIST SECONDED THE MOTION. MOTION PASSED BY VOICE VOTE OF 4-0.**

Village Manager Cara Pavlicek presented copies of the village's Strategic Plan and asked that members read the plan. The plan is meant to be a living document that will evolve and ensures her to understand the village's goals and expectations for the community. A budget was presented to the Village Council which she hopes will be able to fund some of the activities the council believes are priorities within the community. Lastly, the plan envisions that by the end of 2007 the village will begin another total community development dialog process.

PUBLIC COMMENTS - None

NEW BUSINESS

File #02-07 Roslyn Road, Ogden Avenue to Maple Avenue - Speeding and Safety Issues. **Chairman Johnson** reminded the commissioners that a Neighborhood Petitioner Form was received from the residents on this matter and a resident meeting took place on February 13, 2007. A summary of the residents' comments were included in staff's report as well as a recap

of a study concerning traffic calming measures for Roslyn Road. **Mr. Fera** stated there was good dialog at the resident meeting. He stated the area did qualify for a traffic calming program due to the data collected. Staff supported a Phase I traffic calming program.

No comments followed from the commissioners.

Chairman Johnson opened up the meeting to public comment:

Mr. Rick Hejnal, 4724 Roslyn, Downers Grove, was unable to attend the last meeting but was glad to hear that the area qualified for traffic calming, which was his main concern. **Chairman Johnson** listed off the concerns raised for Mr. Hejnal: drag racing, excessive speeds, asking for additional enforcement, etc., crash data that was previously tracked, and staff's recommendation.

Mr. Fera summarized some of the comments made at the resident meeting, but called attention to the fact that the Public Works staff was working on a location for the design of the mail box and was still in the process of putting the data together. The residents had asked whether the mail box could be placed closer to the roadway in order to reduce the speed slightly. He was also waiting for a response from IDOT as it relates to the Village's request for turn restrictions on Ogden Avenue.

Mr. Ken Berberick, 4812 Roslyn, Downers Grove, did not attend the last meeting and asked staff to explain Phase I as well warrants for a stop sign. **Chairman Johnson** proceeded to explain the warrants needed for a stop sign. **Mr. Fera** proceeded to explain what Phase I traffic calming entailed. He offered to get copies of the program for those who wanted it.

Ms. Rachel Mayorga, 4411 Roslyn, Downers Grove, asked if staff reviewed the intersections for qualification, wherein **Chairman Johnson** indicated it was in the process. **Ms. Mayorga** further inquired as to how many days was the traffic counted.

Ms. Pamela Spal, 4601 Roslyn, Downers Grove, inquired if the Phase I program included No Left Turns off of Ogden onto Roslyn during certain hours, since it was an issue during rush hours, wherein **Chairman Johnson** stated Ogden Avenue was a state route and the request was sent to IDOT. In addition, **Ms. Spal** inquired whether any other residents expressed concern about speeding and traffic passing around cars, wherein **Chairman Johnson** said it was not an uncommon complaint.

Mr. Chris Pautsch, 4705 Roslyn, Downers Grove, referring to the traffic patterns between Ogden and Maple, said Roslyn was one of the few streets that did not have a stop sign and the street was seeing more traffic than the other streets. He asked for a traffic count to validate the number of cars and believed it should be part of Phase I. **Chairman Johnson** explained the request for stop signs was a separate request from the traffic calming request.

Mr. Barber clarified that staff was recommending the request to IDOT for a No Left Turn sign onto Roslyn, adding edge lines, adding the Bus Loading warning, and conducting the 4-way stop warrants. Once the data was received, the residents would be notified.

Ms. Maria Hejnal, 4724 Roslyn, Downers Grove, stated there was much construction on Roslyn Road and it was slowing traffic down causing more vehicles to drive around the trucks. She asked if more enforcement could take place.

Mr. Peter Reiselt, 4618 Roslyn, Downers Grove, stated that in talking with many of the older residents in the neighborhood, the issue has been ongoing for 15 to 20 years. He expressed concern that the matter would not be addressed. He suggested placing speed counters across the middle of the block to capture the peak speed. **Mr. Barber** stated that was done in the last study and was included in staff's report.

Ms. Debra Benton, 4533 Roslyn, Downers Grove, resided on her street for 19 years and agreed the issue was ongoing. She stated this issue was addressed years ago with no success. She reiterated that something had to be done.

Ms. Kathy Reiselt, 4618 Roslyn, Downers Grove, asked when the Phase I program would begin, wherein **Chairman Johnson** believed it would start when the interventions were put into place. **Mr. Fera** believed tonight's meeting would be the "kick off" for intervention measures. **Chairman Johnson** surmised that the Phase I program would take place 12 months, reminding the residents that the program was new to the village.

Ms. Rachel Mayorga, 4411 Roslyn, Downers Grove, asked how soon would the residents receive Phase I signage for their front lawns, wherein **Mr. Fera** stated staff is developing a design similar to a city in Washington State, and would be installed as soon as the signs are available. **Ms. Mayorga** voiced her concern about the length of time the process was taking.

Mr. Chris Martin, 4534 Roslyn, Downers Grove, asked how long would it take for the commission's support on this matter.

A resident recalled that this matter was not the first time it was before this commission. **Chairman Johnson** reiterated that the matter was being addressed, staff started a procedure, and determined the area qualified for the Phase I Traffic Calming program.

Mr. Rick Hejnal, 4724 Roslyn, asked if the residents on the other streets had to go through the same process in order to get stop signs, wherein **Chairman Johnson** indicated that some of them would have, yet there were some stop signs installed that received no process at all.

Mr. Hejnal recalled the chairman mentioned previously that stop signs did not work as one expected, where **Chairman Johnson** discussed how a stop sign can become a hazard if warrants were not met.

Mr. Sean Fleming, 4634 Roslyn, Downers Grove, asked how the Phase I program was going to be monitored, how long was it going to be monitored, and when would the residents know whether it needed to progress to the next phase. **Chairman Johnson** stated that if Phase I was not proven to be effective in a year's time, then the Village would consider Phase II. He stated the Village would rely on the residents if Phase I was not working but the residents would also be notified.

Commissioner Thurston stated that Roslyn Road was a good example how speeds can increase at mid-block because the length between the stop signs is long. The perception to install stop signs in order to slow down traffic does not work.

Mr. Sean Fleming, 4634 Roslyn, agreed the stop signs may not be beneficial. He asked which phase includes the triple speed humps, wherein it was conveyed that the humps were part of Phase II.

Mr. Chris Pautsch, 4705 Roslyn, inquired if residents asked for interventions that could not be installed, wherein **Commissioner Thurston** stated some residents wanted the streets closed.

Commissioner Carlquist inquired of staff as to who would maintain the Kid Alert (green men), wherein **Mr. Fera** stated it would be the Village. As to installing, a No Left Turn, **Mr. Carlquist** asked staff whether he was going to hear from those blocks to the east and west once the sign was installed. **Mr. Fera** stated that he is aware of the potential impact of such signage.

Chairman Johnson entertained a motion.

COMMISSIONER THURSTON MADE A MOTION THAT THE PARKING AND TRAFFIC COMMISSION APPROVE STAFF'S FIVE RECOMMENDATIONS FOR ROSLYN ROAD:

- 1. IMPLEMENT PHASE I TRAFFIC CALMING INTERVENTIONS;**
- 2. INSTALL THE "BUS LOADING" WARNING SIGNS AT APPROPRIATE LOCATIONS;**
- 3. INSTALL THE NEW SPEED LIMIT SIGNS WITH THE REFLECTIVE ORANGE BORDER FOR ADDITIONAL VISIBILITY;**
- 4. CONDUCT STOP SIGN WARRANT REVIEWS FOR CHICAGO AND TRAUBE AVENUES AND;**
- 5. ASSIGN POLICE DEPARTMENT PERSONNEL FOR PERIODIC ENFORCEMENT.**

SECONDED BY COMMISSIONER STAPLETON.

As an aside, **Mr. Thurston** recommended that the Parking and Traffic Commission consider the installation of a sidewalk on the west side of Roslyn during the next review of the Sidewalk Matrix. **Mr. Fera** also asked to confirm enforcement with the police department. **Sgt. Harrison** stated personnel could be assigned and he would work with the citizens on the issue.

ROLL CALL:

AYE: MR. THURSTON, MR. STAPLETON, CHAIRMAN JOHNSON

NAY: MR. CARLQUIST

MOTION PASSED. VOTE: 3-1

(Commissioner Carlquist voted Nay on the installation of a No Left Turn sign on westbound Ogden Avenue (See No. 1) due to concerns of its impact on the blocks to the east and west once the signage was installed.)

File #03-07 Park Zone Speed Limits Program - Chairman Johnson conveyed this matter addressed the concept of placing speed limit restrictions in park zones, similar to school zones. Traffic Manager, **Mr. Fera**, stated this request came through the Park District approximately two years ago from state legislation, which was to treat park zones similar to school zones. Details of the new signage followed. **Chairman Johnson** raised concern about police enforcement of the new zones and whether it would be any different than enforcing school zones, wherein **Sgt. Harrison** commented that it appeared unclear at this time.

Commissioner Carlquist supported the concept but was curious as to the three parks chosen, noting that Doerhoefer Park had fencing around the park, while other parks in the village had open playground areas where children would be playing close to the street. **Mr. Fera** surmised that it was likely based on Park District's estimation of safety needs due to activity between

parking stalls, pedestrians, and sidewalks. **Mr. Barber** indicated that the Park District was making the request and not staff, and could add more parks later.

Ms. Valerie Noll, 4744 Fairview, Downers Grove, resides directly across Hummer Park and questioned why the park district did not chose a more challenging park to see if the signs would be of any value, such as Hummer Park. She believed if the village was going to make an investment to provide any regulation that it should place it in an area that would benefit from it as opposed to areas where controls already existed and streets were quiet. **Mr. Fera** indicated there was no loading of children on Fairview at Hummer Park and all pedestrian to vehicle activity took place in the rear. **Ms. Noll** disagreed.

Mr. Dale Book, 5317 Park Avenue, supported the signage and expressed concern about children being present and signage being blocked by vehicles. **Chairman Johnson** explained to Mr. Book that the process was not completed. As to signage placement, **Mr. Fera** stated staff follows the guidelines of the MUTCD and the signs would not be blocked.

Mr. Book asked staff whether flashing signage made a difference or not. **Chairman Johnson** recalled only a couple of spots around town had flashing signage, mainly near schools. Additionally, he believed flashing signs were an additional expense but could be coordinated with the Park District.

Mr. Mike Ziganto, 4200 Venard Road, Downers Grove, expressed concern about the enforcement of a 20 MPH speed limit. He agreed Hummer Park was a high use park, parking was an issue, and the speed limit should be decreased. He suggested the installation of a sidewalk on the west side of Venard since he was a block from Belle Aire School. **Sgt. Harrison** discussed the difficulty of using a radar gun for enforcement when in a reduced zone. Because it was a new law, he would have to review the hard copy of the law. **Mr. Ziganto** said he has been in contact with the police department and offered his driveway for enforcement use. **Sgt. Harrison** asked **Mr. Ziganto** to contact him.

Discussion followed by **Commissioner Carlquist** on what specific language would be included on the new signage and whether it would be part of the new code. **Mr. Fera** stated the signage would not be limited to certain hours since children could be present at different hours. Enforcement would take place when children were present.

COMMISSIONER THURSTON MOVED TO FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL THAT THE FOLLOWING BE IMPLEMENTED:

CREATE A NEW SECTION 14.36.1 "PARK ZONE SPEED LIMITS" IN THE VILLAGE CODE AND DESIGNATE THE FOLLOWING STREETS TO BE POSTED WITH APPROPRIATE ADVANCE AND SPEED LIMIT 20 MILES PER HOUR SIGNAGE:

- VENARD ROAD AT DOERHOEFER PARK;
- CUMNOR ROAD AT WHITLOCK PARK;
- RANDALL ROAD AND PARK AVENUE AT RANDALL PARK.

SECONDED BY COMMISSIONER STAPLETON.

ROLL CALL:

AYE: MR. THURSTON, MR. STAPLETON, MR. CARLQUIST, CHAIRMAN JOHNSON
NAY: NONE

MOTION CARRIED. VOTE: 4-0

Chairman Johnson asked that staff contact the park district to get their rationale for the three parks chosen. **Mr. Fera** would follow-up.

File #04-07 Prairie Avenue, Washington to Elm Street - Parking Restrictions. **Chairman Johnson** summarized that there have been parking issues on Prairie Avenue, especially near the hill, make visibility an issue. From staff's report, it appears commuters are parking along the street and staff was recommending to restrict parking on part of the block. **Mr. Fera** added that staff was not aware of the severity and it was a newly discovered area of concern. Rather than restrict the entire block staff felt restricting the No Parking Any Time for 450 feet would be sufficient to cover the hill portion.

A question was raised by **Chairman Johnson** as to whether the commission was moving prematurely on this matter, given the fact that Prairie Avenue was going under a redesign. **Chairman Johnson** also had concerns about which sides the parking would remain on Prairie and the center striping of the street. **Mr. Barber** mentioned this issue was raised during the discussions staff had with the neighbors on the project. Prairie Avenue was going to be partially reconstructed and partially resurfaced. Staff felt the matter should move forward. Regarding the center line, **Mr. Barber** suggested leaving it alone for now because the plans for Prairie were tentatively approved by the state and the Phase I traffic calming measures appeared to be working on the street. Therefore, staff was not recommending significant changes to the street.

Mr. Frank Falesch, 820 Prairie Avenue, Downers Grove, discussed a meeting he attended last fall where the details of the construction to take place on Prairie were discussed. During that meeting there was discussion about some minor engineering to take place east of the hill. He recalled at one time there was no parking on the north side of Prairie and he saw no problem with what was being proposed. He did not understand why the reconstruction was taking place because he believed the road was in good condition. **Mr. Barber** explained the analysis of the road base determined the need for reconstruction of portions of Prairie Avenue. **Mr. Falesch** thought otherwise.

COMMISSIONER STAPLETON MOVED TO APPROVE STAFF TO INSTALL "NO PARKING ANY TIME" SIGNAGE ON THE NORTH SIDE OF PRAIRIE AVENUE, BETWEEN WASHINGTON STREET AND 450 FEET EAST OF WASHINGTON STREET.

SECONDED BY COMMISSIONER CARLQUIST.

ROLL CALL:

AYE: MR. STAPLETON, MR. CARLQUIST, MR. THURSTON, CHAIRMAN JOHNSON
NAY: NONE

MOTION CARRIED. VOTE: 4-0

File #07-07 Prairie Avenue at St. Mary's School - Parking Modifications. **Chairman Johnson** summarized the Police Department along with the Public Works Department have been working with the school regarding the bus parking issue on the north side of Prairie Avenue. Staff's recommendations have been discussed with the school. To date, **Mr. Fera** confirmed the school and the church did not have any issues with the buses using their parking lot as a staging area. **Sgt. Harrison** stated he contacted the bus company the next day after the meeting with St. Mary's School and they had a CSO out and there were no issues.

Discussion followed that the school buses did not use the east side of Douglas because there was not enough room to allow 9 buses to line up. The west side had parking restrictions and the parents parked on the east side. **Mr. Fera** stated the area was very congested but the new system appeared to be working well. He explained the largest complaint prior was that the buses were lining up to pick up the students at 2:00 p.m. and were waiting on the street and blocking driveways.

Chairman Johnson referenced two letters: one from the principal of St. Mary's School and one from Father Norveck, Pastor of St. Mary's Church. He summarized the school was requesting a bus loading zone which it did not have currently.

Mr. Fera explained the buses were loading in a current No Parking Zone and were also blocking a fire hydrant and some resident driveways. He further explained that children boarded the buses quickly and efficiently.

Chairman Johnson opened up the meeting to public comment.

Ms. Valerie Noll, 4744 Fairview, Downers Grove, preferred that the buses load on the Douglas side of the street since Prairie Avenue was too busy of a street to be blocked for a short period of time. She commented that today all nine buses were parked in St. Mary's lot and all nine buses exited at the same time, causing traffic concerns to vehicles coming off of Fairview to get on to Prairie. She did not know if it was a reasonable solution. She preferred the school attempt something new before the village committed to revising the ordinance. She noted parents ignored parking restrictions and the area was a mess.

Officer Sembach commented that when meeting with the school representatives, other alternatives were discussed. However, as noted earlier, there was not enough room to line up all nine buses on Douglas. The department felt the proposal was the best alternative. **Mr. Fera** stated the school let out its students at 2:25 p.m. which are non-peak hours for Fairview Avenue and Prairie Avenue traffic. From his discussions with the school and the police at the meeting, this new process was the least disruptive to the school, church, and motorists.

Ms. Noll questioned the number of students riding the buses and whether the school needed to reduce the number of buses to provide better efficiency and reduce part of the problem. **Chairman Johnson** believed the bus company and school would need to address that issue.

Mr. Steve Vogrin, 7121 Matthias Road, Downers Grove, stated he is on the St. Mary School Advisory Board. He has three children that attend St. Mary's School and attended tonight's meeting to show support for the proposal. If the current loading location was changed, it would jeopardize the safety of the children and the school. As a resident, he expressed liability concerns. He stated the school board was trying to work out the best solution with the neighbors. A recent suggestion made at his board meeting was to make Prairie a westbound, one-way street from Fairview to Douglas just for the time period under discussion. He agreed

with the suggestion about the number of buses being explored but understood that the buses work efficiently by picking up the Catholic students first, followed by the public school students. The same occurred for drop offs.

Mr. Dan Pitelka, 718 Prairie, Downers Grove, agrees the area is hazardous and suggested a No Right Turn sign somewhere during a certain hour. He believed the restriction for loading would have to be a precise time. He expressed safety concerns.

Mr. Steve Vogrin, stated it was the school's responsibility to communicate with the bus company to make sure the buses arrive five to ten minutes prior to letting the students out. He believes the challenge the buses face is whether there is a better place to stage. He indicated the school was looking for areas around the vicinity to stage the buses but the onerous should be on the bus company to find better locations.

Chairman Johnson summarized that the village was not creating a new loading zone but instead was legalizing something that has been used as a loading zone for years. He was open to staff's recommendations. If it did not work, **Chairman Johnson** said it could be changed.

Mr. Dan Pitelka, 718 Prairie, confirmed that the loading area should not be a waiting area.

Commissioner Carlquist recalled that it was not long ago the commission discussed no parking at the same intersection. At that time, the concern was to extend the No Parking east of Douglas because of children darting between cars. He believed the commission was negating the prior discussion and the buses were now allowed to park up to the stop sign. He recalled the school, the commission, and others were concerned about the visibility of the stop sign at the intersection as well and the movement of children and agreed no cars should be parked there. In response, **Chairman Johnson** discussed how the school takes steps to provide a safe area for the children when the school lets out. **Mr. Fera** stated he could duplicate the striping used at Hillcrest School and apply it to this school. Clarification followed on how the No Parking Hours for the same area would work. **Mr. Fera** explained parking would be allowed. He was trying to restrict the area but not as a 24-hour restriction.

Mr. Carlquist understood that parking would be allowed from 9:00 a.m. to 2:00 p.m. in the 250 feet. **Mr. Fera** stated modifications could take place, but clarified the parking could be eliminated in the first 250 feet. He asked if the commission wanted to make the first 250 feet No Parking from 9:00 a.m. to 2:00 p.m.

Ms. Valerie Noll, 4744 Fairview, asked why the current signage had to be changed if the buses were allowed to be staged across the street. Wherein, **Sgt. Harrison** responded it was for enforcement reasons. From his discussions with the school, the loading process was an agreement many years ago with the police department. The more recent issue had to do with bus obstruction. While he did see the concerns of the school, the entire process was approximately ten minutes. He agreed the signage would be a legalizing the parking.

Ms. Valerie Noll pointed out the buses do not follow the parking regulations on Douglas and Gierz during the pick up time. She did not see why the verbiage had to change.

Chairman Johnson recommended overlapping the signage whereby the 250 feet, in addition to the 350 feet, becomes the Loading Zone. The area becomes a No Parking area from 7:00 a.m. to 4:00 p.m. but the entire area becomes a Bus Loading Only zone from 8:00 a.m. to 9:00 a.m. and 2:00 p.m. to 3:00 p.m. From a legal standpoint, **Mr. Carlquist** voiced his concerns on how the signage would affect the police department and how the ordinance was written.

Mr. Dan Pitelka, 718 Prairie, recommended that the parking be allowed for parents to run in and out of the school except during designated bus-loading periods.

Because the process seemed to be working, **Chairman Johnson** asked whether there was a reason why a Bus Loading zone could not overlap a No Parking zone, wherein, **Mr. Fera** explained the MUTCD provided a number of options for such signage but it was a matter of how it would be assigned. If No Parking signs was installed, it would affect all the residents and the school parents.

Ms. Valier Noll, stated the No Parking on the other side of the street was because the children cross the street for a number of activities, including recess. She stated she wanted the buses off the street as long as possible but agreed the loading process was very quick.

Mr. Barber closed the discussion by stating the soonest date the matter could be placed on the council's agenda was April 23rd, with approval May 1st, which was nearing the school year end. He suggested reviewing the matter again and returning next month.

COMMISSIONER CARLQUIST MADE A MOTION TO TABLE THE MATTER TO APRIL 11, 2007 TO ALLOW STAFF TO RE-EXAMINE THE MATTER OF HOW THE BUS LOADING/NO PARKING BE MAINTAINED.

SECONDED BY COMMISSIONER THURSTON.

MOTION CARRIED BY VOICE VOTE. VOTE: 4-0.

File #06-07 Work Zone Safety and Enforcement Program. The chairman was of the understanding that the construction maintenance plan would be used on four-lane roadways, to which **Mr. Barber** stated it was generally done for four lanes, but signage was still used on residential streets. He stated the issue was speeding and fatalities occurring.

COMMISSIONER STAPLETON MADE A MOTION THAT THE PARKING AND TRAFFIC COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL THAT THE FOLLOWING BE IMPLEMENTED:

CREATE A NEW SECTION 14.40 "WORK ZONE SPEED LIMITS - TWENTY FIVE (25) MILES PER HOUR" TO BE APPLICABLE TO ALL STREETS AND HIGHWAYS IN THE VILLAGE WITH:

- A POSTED SPEED LIMIT OF 35 MILES PER HOUR OR GREATER;**
- A MINIMUM OF FOUR TRAVEL LANES.**

SECONDED BY COMMISSIONER CARLQUIST.

Sgt. Harrison indicated the police department's concerns were addressed.

ROLL CALL:

AYE: MR. STAPLETON, MR. CARLQUIST, MR. THURSTON, CHAIRMAN JOHNSON.

NAY: NONE.

MOTION CARRIED. VOTE: 4-0

OLD BUSINESS

It was noted that future agenda items were in the process of gathering data. Specifically, Prairie Avenue/Fairview and possibly Claremont Avenue between Fairview and Main Street. Mr. Fera will try to hold some more neighborhood meetings -- one on the 68th Street matter and one on the 61st Street matter. Summaries were to follow.

COMMUNICATIONS

Letter - Village to DuPage County re: Southern Regional Trail on 59th Street;
Letter - Village to Roslyn Road, re: Neighborhood Meeting on 2/13/07;
Letter - Village to Resident Kathy Wendt - Re: Issues on 61st Street;
Letter - DuPage DOT to Village - re: Southern Regional Trail on 59th Street;
Letter - Village to IDOT re: Turn restrictions on Ogden Avenue; and
Letter - Village to DuPage DOT re: Southern Regional Trail on 59th Street.

ADJOURN

COMMISSIONER CARLQUIST MOVED TO ADJOURN THE MEETING. COMMISSIONER THURSTON SECONDED THE MOTION. MOTION CARRIED BY VOICE VOTE OF 4-0.

The meeting was adjourned at 9:21 p.m.

Respectfully submitted,
(as transcribed by tape)

/s/ Celeste K. Weilandt
Celeste K. Weilandt, Recording Secretary

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING, MARCH 5, 2007, 7:00 P.M.

Chairman Jirik called the March 5, 2007 meeting of the Plan Commission to order at 7:00 p.m. and asked for a roll call:

PRESENT: Chairman Jirik, Mr. Beggs, Mr. Cozzo, Mrs. Hamernik, Mr. Matejczyk, Mr. Quirk, Mrs. Rabatah, Mr. Webster

ABSENT: Mr. Waechtler

STAFF

PRESENT: Jeff O'Brien, Senior Planner, Stan Popovich, Planner, Mike Millette, Public Works Asst. Dir.

VISITORS: Mr. David Lundeen, 4910 Seeley Ave, Mr. Perry Erhart, 3825 Downers Drive, Rev. Michael Rothaar, 4501 Main Street, Mr. Dennis Wonderlick, 4501 Main Street, Ms. Marilyn Weiher, 4808 Wallbank, Mr. David Weiher, 4808 Wallbank, Matt Klickman, 4604 Saratoga Avenue, David Stamm, 4927 Main Street, Skokie, Illinois, Jude LaLonde, 1530 Hillcrest Road

The Plan Commission recited the Pledge of Allegiance.

APPROVAL OF MINUTES

DRAFT MINUTES OF THE JANUARY 22, 2007 PLAN COMMISSION MEETING WERE APPROVED ON MOTION BY MR. MATEJCZYK, SECONDED BY MRS RABATAH.

MOTION CARRIED BY VOICE VOTE OF 8-0.

DRAFT MINUTES OF THE FEBRUARY 5, 2007 PLAN COMMISSION MEETING WERE APPROVED ON MOTION BY MRS. RABATAH, SECONDED BY MR. COZZO.

MOTION CARRIED BY VOICE VOTE OF 8-0

FILE NO. PC-04-07 A petition seeking 1) a Special Use for a church in a residential district; 2) Final Plat of Resubdivision and 3) Parking Variations for property located on the Southeast corner of Main and Grant Streets, commonly known as 4501 Main Street, Downers Grove (PIN 09-05-315-020); Perry Erhart, Petitioner, Gloria Dei Evangelical Lutheran Church, Owner

Mr. Stan Popovich, Village Planner, confirmed the request was for a Special Use for a church in a residential district, a parking variation, and Plat of Subdivision for a consolidation of 10 separate parcels into one parcel. Mr. Popovich detailed the existing location of the church and used existing photographs to provide a characterization of the existing site conditions. Mr. Popovich explained that the proposed 9,000 square foot addition would convert the building from an 'L' shape into more of a square. The addition would provide additional space including a lobby, library, meeting rooms, open gathering spaces, and other ancillary spaces. The addition is not increasing the

capacity of the worship area. Mr. Popovich continued that a new parking lot will be constructed south of the building. This new 52 car parking lot will increase the size of available parking on the site and replace an existing 15 car lot. The church is requesting a variance from Village parking standards that would require a 110 car parking lot based on the capacity of the worship area. Staff believes this is a warranted variation because that is the size of parking lot that can be supported on the site. Additionally, the church has an agreement with the high school to use the school parking lot across Grant Street. Mr. Popovich noted the parking lot is screened on all sides. The east and west sides are screened by vegetation while the south is screened by a row of lilac shrubs and a six-foot fence. A canopy extends out into the parking lot to provide a covered drop-off area. The parking lot is accessed through a drive aisle along Highland Avenue and an exit only drive aisle onto Main Street. The drive aisles will be slightly moved from their existing locations. Engineering improvements include a large stormwater detention pond at the Northeast corner of the property. The detention area will require some of the existing utilities to be relocated on site.

Mr. Popovich noted the petitioner held a neighborhood meeting this past December, and indicated the petitioner could speak more about the meeting. Mr. Popovich stated staff had not received any comments or questions from the public regarding this project. Staff requested the petitioner complete a Plat of Subdivision to consolidate the separate parcels, and the petitioner completed that request. Staff believes the petition complies with the Zoning Ordinance, Future Land Use Plan and the Subdivision Ordinance and recommends approval with the conditions as noted on page 5 of the Staff Report.

Mr. Matejczyk stated he thought it was a good project, and he could support the petition. Mrs. Rabatah asked for clarification on the parking calculations. Mr. Popovich explained the parking requirement is based on the capacity of the worship area, which creates a requirement of 110 parking spaces. Mrs. Rabatah inquired about the agreement with the school district to use their parking lot. Mr. Popovich stated he thought it was a written agreement, but the petitioner could speak more of it.

Mr. Cozzo asked whether the exit drive out to Main Street was a right-turn only or if it is a right- and left-turn. Mr. Popovich stated the drivers could go left or right. Mr. Cozzo stated it might be a good idea to provide a condition that it be a right-turn only. Mr. Matejczyk noted the drive aisle would primarily be used during off-peak traffic hours on Main Street.

Mr. Perry Erhart, petitioner, introduced members of the Gloria Dei Church who were present in the audience. Mr. Erhart provided a brief history of Gloria Dei church, the site, and the church's community involvement. Mr. Erhart noted the church holds a variety of meetings during business and evening hours. He noted Gloria Dei has been proactive in keeping the neighbors informed of their plans, going all the way back from the time Gloria Dei demolished the houses immediately south of their existing building. He noted a few people showed up to the open house in December.

Mr. Erhart reviewed the building plans and noted the church intended to install sprinklers throughout the building. Mr. Erhart stated the parking lot will be able to provide adequate parking for their staff during the working day and also for meetings that are held in the evening. Mr. Erhart stated their design committee had talked about making the drive aisle to Main Street a right-turn only. Mr. Erhart noted they have an agreement with the high school that in case of an emergency, students from the high school come to Gloria Dee's fellowship hall to congregate and in return, the church can use the parking lot across Grant Street for Sunday services.

Mr. Matejczk asked if they use the streets surrounding the church for parking. Mr. Erhart stated during funerals, larger events and occasionally church services street parking is utilized.

Chairman Jirik opened up the meeting to public comment.

Mr. Jude LaLonde stated he owned the property at 4520 Highland Avenue, directly south of the proposed parking lot. He noted the rendering and addition would improve the area, but had a few questions as he was unable to attend the December open house. Mr. LaLonde asked how far the parking lot was from his property line. Mr. Popovich stated it was between five and six feet with screening between the parking lot and the lot line. Mr. LaLonde asked about the screening, and Mr. Popovich confirmed it was a row of lilac shrubs and a six-foot open board fence as shown in the staff report.

Mr. LaLonde asked if there was existing lighting on the parking lot, and if new parking lot lighting was proposed, how it would affect his property. The petitioner noted there was existing parking lot lighting. Mr. Popovich said lighting was proposed, and a photometric plan was provided which showed minimal light disturbance at the south property line. Mr. Popovich provided Mr. LaLonde with a copy of the photometric plan. There was some question as to the definition of a foot-candle. Mr. Jeff O'Brien, Village Senior Planner, read the Zoning Ordinance definition of a foot-candle. Mr. Wonderlick, architect for the petitioner, showed the location of the parking lot lighting and noted it will be shining towards the building away from Mr. LaLonde's property, and the amount of light at the property line would be negligible.

Chairman Jirik closed the public comment portion of the meeting.

Chairman Jirik offered the petitioner a closing statement. Mr. Erhart declined.

Mr. Webster asked if the HVAC equipment on the roof would be removed. Mr. Erhart was happy to say that yes, it would be removed.

WITH RESPECT TO FILE NO. PC-04-07, MRS. HAMERNIK MADE A MOTION TO RECOMMEND APPROVAL OF THE PETITION SUBJECT TO THE FOLLOWING STAFF CONDITIONS:

- 1. THE DEVELOPMENT SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT DATED MARCH 5, 2007; THE PRELIMINARY ENGINEERING PLAN PREPARED BY C.M. LAVOIE & ASSOCIATES DATED OCTOBER 13, 2006, REVISED FEBRUARY 1, 2007; ARCHITECTURAL PLANS PREPARED BY CONE KALB WONDERLICK ARCHITECTS DATED FEBRUARY 2, 2007; THE FINAL PLAT OF SUBDIVISION PREPARED BY C.M. LAVOIE & ASSOCIATES DATED FEBRUARY 2, 2007, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**
- 2. PRIOR TO THE ISSUANCE OF CONSTRUCTION/SITE DEVELOPMENT PERMITS, THE FOLLOWING CHANGES SHALL BE MADE TO THE PLANS:**
 - A. AN IEPA NOTICE OF INTENT SHALL BE FILED. A COPY OF ALL CORRESPONDENCE SHALL BE SENT TO THE VILLAGE.**

- B. DOWNSPOUTS AND THEIR DISCHARGE PATHS FROM THE EXISTING CHURCH AND THE ADDITION SHALL BE SHOWN ON THE GRADING AND UTILITY PLANS.
- C. STORMWATER EASEMENTS SHALL BE GRANTED OVER ALL STORMWATER FACILITIES.
- D. THERE SHALL BE AT LEAST TWO LOCATIONS OF DEPRESSED CURB IN THE NORTHEAST CORNER OF THE PARKING LOT SOUTH OF THE DETENTION BASIN. THIS IS THE ONLY LOCATION FOR THE 100-YEAR OVERFLOW INTO THE POND. IT IS RECOMMENDED THAT THE DEPRESSED CURB BE LOCATED BOTH EAST AND WEST OF THE TRASH ENCLOSURE AND BE GREATER THAN THE LENGTH CURRENTLY SHOWN IN THE REVISED PLANS.
- E. THE GRADING ALONG THE NORTHERN EDGE OF THE DETENTION BASIN IS MISSING A 742 CONTOUR. THE GRADING SHALL BE REVISED TO INCLUDE A BERM RISING UP TO 742.1, AND 742 CONTOURS SHALL BE SHOWN AROUND IT.
- F. A COMPLETE AUTOMATIC AND MANUAL FIRE DETECTION SYSTEM SHALL BE INSTALLED THROUGHOUT THE ADDITION. IF THERE IS AN EXISTING DETECTION SYSTEM WITHIN THE EXISTING BUILDING, IT SHALL MEET CURRENT FIRE AND LIFE SAFETY CODE REQUIREMENTS.
- G. A COMPLETE AUTOMATIC AND MANUAL SPRINKLER SYSTEM SHALL BE INSTALLED THROUGHOUT THE ADDITION. IF THERE IS AN EXISTING SPRINKLER SYSTEM WITHIN THE EXISTING BUILDING, IT SHALL MEET CURRENT FIRE AND LIFE SAFETY CODE REQUIREMENTS.

SECONDED BY MR. MATEJCZYK.

Chairman Jirik asked Mrs. Hamernik if she would like to add the condition that the Main Street drive aisle be required to be a right-turn only exit. Mrs. Hamernik did not want to add that restriction and believed it was up to the petitioner to determine if it should be a right-turn only. Mr. Matejczyk stated if it became an issue, the petitioner would most likely take care of it themselves or the Village could request the petitioner do something at that time. Mr. Cozzo did not object to not including that as a condition of approval.

ROLL CALL:

AYE: MRS. HAMERNIK, MR. MATEJCZYK, MR. BEGGS, MR. COZZO, MR. QUIRK, MRS. RABATAH, MR. WEBSTER, CHAIRMAN JIRIK

NAY: NONE

MOTION. VOTE: 8-0.

Chairman Jirik asked the petitioner to keep in contact with staff as to when the matter would be forwarded to the Village Council.

FILE NO. PC-09-07 A petition seeking a Final Planned Development Amendment to P.D. #37 Acadia on the Green – Final Sign Plan for property located at 945 and 935 Burlington Avenue and 930 Curtiss Street, Downers Grove (PIN 09-08-130-026,-030, 09-08-303-028,-031); Acadia on the Green, LLC, Petitioner/Owner

Mr. O'Brien, Senior Planner, presented the staff report. He provided some history on the project and indicated the sign plan was a condition of the original planned development approvals. He noted the petitioner is getting ready to lease the commercial space in Building 1 and is looking to receive approval of the sign plan. Mr. O'Brien stated no variations were being requested for the sign plan.

Mr. Matejczyk inquired what was currently under construction at Acadia. Mr. Stramm, petitioner, noted that building one was well underway, building two was just starting, and he anticipated that building three would start after a few more sales are made. Mr. Matejczyk stated he thought building three would not start for some time. Mr. Stramm noted that Mr. Matejczyk might be thinking of building 4.

Mr. Beggs asked about the 24 inch tall lettering and the 80% width requirement. Mr. O'Brien clarified the requirements and noted that it was a developer requirement, not a Village requirement.

Mr. David Stramm, petitioner, stated staff presented the request accurately, and he did not have a formal presentation, but is available to answer any questions.

Chairman Jirik opened up the meeting to public comment.

There being no comment, Chairman Jirik closed the public comment portion of the meeting.

Mr. Matejczyk and Mrs. Rabatah noted that they felt the proposal was good and were in support of the petition.

Mr. Webster noted that the petitioner's own proposal is more restrictive than the Village's. He asked staff how they would keep track of the amount of signage on the buildings. Mr. O'Brien noted that staff keeps a listing of the approved signs and their square footage. The Village has done this for other developments, so this would not be the first time. Mr. Webster stated that he would not want to be the last person to request a sign.

WITH RESPECT TO FILE NO. PC-09-07, MR. WEBSTER MADE A MOTION TO RECOMMEND APPROVAL OF THE PETITION SUBJECT TO THE FOLLOWING STAFF CONDITIONS:

- 1. THE AMENDMENT SHALL SUBSTANTIALLY CONFORM TO THE SIGN PLANS PREPARED BY SOLOMON, CORDWELL, BUENZ AND ASSOCIATES, INC. DATED JANUARY 15, 2007 AND THE SIGN CRITERIA PREPARED BY NEW ENGLAND BUILDERS, INC. DATED JANUARY 18, 2007 EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES AND THE FOLLOWING CONDITIONS:**
- 2. TOTAL SIGNAGE FOR BUILDING 1 SHALL NOT EXCEED 300 SQUARE FEET.**

- 3. TOTAL SIGNAGE FOR BUILDINGS 2 AND 3 SHALL NOT EXCEED A TOTAL OF 300 SQUARE FEET.**
- 4. PRIOR TO THE ISSUANCE OF ANY PERMITS FOR THE INSTALLATION OF AWNINGS THAT ENCROACH INTO THE VILLAGE RIGHT-OF-WAY, THE PETITIONER SHALL ENTER INTO AN AGREEMENT WITH THE VILLAGE PERMITTING SAID ENCROACHMENT.**
- 5. PRIOR TO THE ISSUANCE OF ANY SIGN PERMITS, TENANTS SHALL PROVIDE A WRITTEN LANDLORD APPROVAL TO THE VILLAGE.**
- 6. ALL SIGNS SHALL RECEIVE A PERMIT FROM THE VILLAGE PRIOR TO INSTALLATION.**

SECONDED BY MR. QUIRK.

ROLL CALL:

AYE: MR. WEBSTER, MR. QUIRK, MR. BEGGS, MR. COZZO, MRS. HAMERNIK, MR. MATEJCZYK, MRS. RABATAH, , CHAIRMAN JIRIK

NAY: NONE

MOTION. VOTE: 8-0.

Chairman Jirik asked the petitioner to keep in contact with staff as to when the matter would be forwarded to the Village Council.

FILE NO. PC-12-07 A petition seeking an Amendment to Chapter 28 of the Zoning Ordinance, Article XV Signs; purpose of the Amendment is to consider modifications to the existing signs regulations regarding Butterfield Road; Village of Downers Grove, Petitioner

Mr. O'Brien explained the amendments were being brought forward after the Village Council's review of the amended Sign Ordinance in April 2006. He stated the Plan Commission previously approved "housekeeping" amendments in June of 2006. Mr. O'Brien noted the amendments were drafted using the inventory of existing signs on Butterfield Road as well as the results of the Visual Preference Survey the Plan Commission completed in June 2006.

Mr. O'Brien explained the modifications would only impact free-standing signage in the Butterfield-Finley Corridor. He stated no modifications were proposed for overall signage or wall signage. He noted the proposed sizes would be 15 feet tall and 60 square feet for single-users and 15 feet tall and 90 square feet for shopping centers. Mr. O'Brien went on to explain shopping centers with more than 500 feet of frontage would be allowed to have 2 signs that were 15 feet tall and 90 square feet.

Mr. O'Brien stated the proposal still represented a reduction in the size of signs but would also accommodate the higher speeds and grade separations unique to Butterfield Road. He noted the same amortization period would still apply to the existing signs.

Mr. Matejczyk stated that he thought the proposal took care to address the higher speeds that are achieved on Butterfield Road.

Mrs. Hamernik stated that she thought it was important to restrict the height of the proposed signs and noted this was a good compromise.

Mr. Webster asked if these changes were made because of issues with the Red Roof Inn sign. Mr. O'Brien stated the changes were proposed based on Village Council's request and not any individual property owner. Mr. Webster asked if this would affect other portions of the Sign Ordinance. Mr. O'Brien stated that the only sections that would change are noted in the staff report, and the proposed signs would not change the total amount of signage that would be available to individual businesses. Additionally, these changes only affect those businesses along the Butterfield Road and Finley Road corridors. It does not change the requirements along either of the freeways that abut property along Butterfield and Finley Roads. Mr. Webster asked about the timeline for compliance. Mr. O'Brien clarified the timeline.

Chairman Jirik asked how height was defined. Mr. O'Brien provided a description of how height was determined during the review process and noted that ornamental pieces, such as a cornice, can go above the maximum height. Chairman Jirik opined whether these regulations would create signs which are harder to make since the signs could be potentially unique sizes. Mr. O'Brien and Mrs. Hamernik stated that most sign makers custom design their signs and have standard sizes that they use which will fit the requirements.

Chairman Jirik opened up the meeting to public comment.

There being no comment, Chairman Jirik closed the public comment portion of the meeting.

WITH RESPECT TO FILE NO. PC-12-07, MR. MATEJCZYK MADE A MOTION TO RECOMMEND APPROVAL OF THE PETITION.

SECONDED BY MRS. HAMERNIK

ROLL CALL:

AYE: MR. MATEJCZYK, MRS. HAMERNIK, MR. BEGGS, MR. COZZO, MR. QUIRK, MRS. RABATAH, MR. WEBSTER, CHAIRMAN JIRIK

NAY: NONE

MOTION. VOTE: 8-0.

Mr. O'Brien let the Plan Commission know that the Architectural Design Review Board has provided a positive recommendation to the Village Council for approval of the Historic Preservation Ordinance. He noted the Village Council would hear the petition at its March 27th meeting.

Mr. O'Brien noted the next Plan Commission meeting was Monday, March 12th. The meeting will consist of a petition at 68th and Main Streets, and significant changes to the Parking Ordinance. He noted that the Plan Commission should have received their packets for next week's meeting already and if they had any questions concerning the parking ordinance, to contact Mr. Popovich.

APPROVED 04/02/07

Chairman Jirik and Mr. Matejczyk noted it has been nice to receive the packets a week prior to the meeting.

Mrs. Rabatah stated the right-turn only drive aisle onto Main Street for the Gloria Dei petition was an important issue and was glad it was brought up and discussed.

MRS. HAMERNIK MOVED TO ADJOURN THE MEETING. MR. MATEJCZYK SECONDED THE MOTION. THE MEETING WAS ADJOURNED AT 8:25 P.M.

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING, MARCH 12, 2007, 7:00 P.M.

Chairman Jirik called the March 12, 2007 meeting of the Plan Commission to order at 7:00 p.m. and asked for a roll call:

PRESENT: Chairman Jirik, Mr. Beggs, Mr. Cozzo, Mr. Matejczyk, Mrs. Rabatah, Mr. Waechtler, Mr. Webster

ABSENT: Mrs. Hamernik, Mr. Quirk

STAFF

PRESENT: Jeff O'Brien, Senior Planner, Stan Popovich, Planner, Dorin Fera, Traffic Manager

VISITORS: Mr. Kevin Hall, OWP/P, 111 W. Washington, Chicago; Mr. Rich Heim, Advocate Good Samaritan Hospital, 3815 Highland Avenue, Downers Grove; Mr. Eric Granrud, SEC Group, 759 John Street, Yorkville, IL; Ms. Gloria Pirkins, 6841 Carpenter St., Downers Grove; Mr. John Shuman, 6801 Carpenter St., Downers Grove; Mr. Tim Rooney, 1031 68th St., Downers Grove; Mr. Gary Wurglitz, 1001 68th St., Downers Grove; Mr. Ken Paradowski, 1041 68th St., Downers Grove; Mr. John Shumen and Mrs. Barb Shumen, 6801 Carpenter St., Downers Grove; Mr. Dave Fox, President Advocate Good Samaritan Hospital, Downers Grove; Mr. Pat Furey, HSA Commercial, 233 S. Wacker Dr. Suite 350, Chicago

The Plan Commissioners recited the Pledge of Allegiance. Chairman Jirik reviewed the protocol for the meeting.

APPROVAL OF MINUTES - None

FILE NO. PC-10-07 A petition seeking a Plat of Subdivision and an Amendment to Planned Development to P.D. #7 Green Briar for a proposed two-story office building for property located at the Northwest corner of Main and 68th Streets, commonly known as 6800 Main Street, Downers Grove, IL (PIN 09-20-300-014,-015); HSA Commercial Real Estate, Petitioner; Young Kim-Main Professional Associates, Owner

Chairman Jirik swore in those individuals who would be speaking on behalf of File No. PC-10-07.

Mr. Popovich, planner for the Village of Downers Grove, explained the petitioner is requesting an amendment to the Green Briar Planned Development #7. The parcel is located at the northwest corner of Main Street and 68th Street. Surrounding parcels were described. Photographs were presented on the overhead. Proposed is a new 37,000 sq. foot, two-story medical building to be used as an outpatient building. It will be located immediately south of the existing medical building. The walls will touch but will not be connected internally. The first floor will be used as an outpatient office while the second floor will be leased to other medical uses. The new building will incorporate brick and metal panels. Windows and doors will be pre-finished aluminum storefront systems. An entry canopy will cantilever over the vehicle drop-off area on the east elevation.

The proposed building will set back approximately 124 feet from Main Street at its nearest point and 74 feet from 68th Street. The development will use the existing curb cuts, one along Main Street and one along 68th Street. Due to the site design, new drive aisles will connect with the existing drive aisles to create a seamless loop around the entire development. A loading area and trash enclosure will be located on the west side of the proposed building. The loading area will be relocated from the southwest corner of the existing building to the new location. According to the Zoning Ordinance 275 parking spaces are required, but the petitioner is proposing 297 parking spaces, which includes 12 handicap spaces. The plan calls for landscaped areas along 68th Street and Main Streets and includes some bioswales and grasses with significant trees and plantings. The development provides 31.4% green space with 81.3% of the green space being located in the required front yard.

Per staff, the Future Land Use Plan shows the subject property as Residential. However, the property is zoned B-1. Since 1978, three separate medical office-building proposals have been approved for the site, but none was constructed. The plat of subdivision is being completed to rearrange the lot lines and to provide a separation between the two buildings. The proposal meets the current sign ordinance. Significant engineering improvements will take place. Because a portion of the existing water and sanitary sewer lines are located within the footprint of the proposed building, the existing lines will have to be relocated and replaced with new service lines. Easements will have to be replatted. Stormwater improvements are also proposed. An underground detention basin is planned under the south parking lot, which will tie into the new manholes and sewers. The three bioswales will drain into the underground detention basin. Emergency access will be provided throughout the site. The new building will be fully sprinklered and alarmed.

The petitioner held an open house with neighbors in February 2007. Most of their concerns included cut-through traffic on 68th Street, street parking on 68th Street, and shared parking in the existing development with the Community Gardens and the park across Main Street. The petitioner provided a traffic study, which indicates there will be some peak hour increases on 68th Street as well as difficult left turns onto Main Street during peak hours.

Staff spoke with a neighbor who resides across the street from the development along Main Street who voiced concerns about traffic and individuals using the existing parking lot to use the parks. She had some concerns about screening on the site. Per staff, the petitioner will be providing screening on all sides of the proposed parking lot.

Mr. Popovich closed by stating the proposal met the Village's standards and ordinances and approval of the petition was recommended, subject to conditions listed in its staff report.

Per Mr. Matejczyk's question regarding the relocation/replacement of sanitary sewer lines, Mr. Popovich stated the pipes would be relocated to the west under the parking lot, and an easement would be provided. Asked if the storm trap modules could accommodate heavy truckloads over the retention area, staff stated the Public Works Department reviewed the matter and were comfortable with what was being submitted, but recommended some conditions as to the bioswales.

To address Mr. Matejczyk's concern about exiting the site and heading north, staff explained the traffic study reflected more difficulty turning out of the site during peak hours with an additional

delay of 5 to 10 seconds to make a turn. Public Works reviewed the traffic study, and they were comfortable with the study.

Regarding the sprinklering of the existing building, Mr. Popovich explained if the existing building were ever internally connected to the proposed building, the existing building would have to meet current code requirements as discussed with the petitioner. Both the Building Department and Fire Department were comfortable with the proposal. Lastly, a fire-rated roof on the connector and limited windows were required to avoid the spread of any fire. The Fire Department was also comfortable with the location of the three fire hydrants.

Mr. Popovich confirmed the level of service when exiting the development to Main Street (northwest corner) was reduced from D to E during evening peak hours. Chairman Jirik confirmed the delay at peak hours was affecting those vehicles exiting the site for the patrons and not the thoroughfares of the Village. Mr. Popovich recalled the level of service for 68th and Main Streets was either a B or C rating, noting that Level F was the worst level.

As to why the other three proposals for the site did not move forward, Mr. Popovich stated he did not know why the first two were cancelled but recalled the last proposal had to do with a triangular building proposed at the northwest corner of 68th Street and Main, and the building did not meeting the platted building front building line. Eventually the matter went into litigation between private parties. As a result of the litigation, the building foundation was removed and the site was filled.

Asked whether the proposal was to alleviate traffic at Good Samaritan Hospital campus at Highland Avenue, Mr. Popovich did not recall specifically, but believed, instead, it was to provide outpatient services. Mr. Beggs proceeded to explain the parking issues he experienced at Good Samaritan Hospital campus and questioned the parking needs of the proposal. Mr. Popovich believed there was sufficient parking, noting the requirements were for 275 parking spaces, and the petitioner was providing 22 spaces over that amount.

Petitioner, Mr. Dave Fox, President of Advocate Good Samaritan Hospital, 3815 Highland Avenue, Downers Grove, Illinois, stated the hospital celebrated its 30th anniversary last fall, and traffic has always been an issue since he came on board approximately three and one-half years ago. He explained the goal of the proposal was to “decompress” the main hospital campus and to provide convenient outpatient services south of the train tracks. A convenient care center would be provided at the facility as well as diagnostic imaging. Mr. Fox stated for the past couple of years the hospital has been focusing on reducing the length of time a patient is serviced. He was confident enough parking existed for the proposal.

Mr. Fox stated eight offices were planned for the second story of the proposed facility. Hours of operation were expected to be from 8:00 a.m. to 8:00 p.m. for the convenient care portion of the facility.

Chairman Jirik opened up the meeting to public comment.

Ms. Gloria Pirkins, 6841 Carpenter, expressed concern about the hours of operation stating they would probably begin one to two hours prior to opening and closing. She expressed concern about parking and traffic in the surrounding area and on 68th Street due to parking on both sides. She stated the hospital was only constructing the building three miles away from the main campus

because the hospital ran out of room. She stated the proposal would add more traffic on the street. She discussed the new traffic signals that were added since she moved into the area. Per a question, Mr. Popovich did not recall the on-street parking along 68th Street being addressed in the traffic study.

Mr. Waechtler expressed concern that an issue may exist if the parking on both sides of 68th Street was not addressed. However, Chairman Jirik explained the larger issue was whether there was an issue with the available parking relative to the current use. He further assessed one of three things could occur with the development: 1) more parking difficulty could occur with greater displacement; 2) nothing could change; or 3) improvements could occur.

Mr. Dorin Fera, the Traffic Manager for the Village, agreed the volume of traffic on Main Street was currently high. Regarding the parking on both sides of 68th Street, he stated the matter could be reviewed by the Parking and Traffic Commission. In reviewing the proposal, Mr. Fera said he did not believe the proposal would cause any change to the existing issues on 68th Street and sufficient parking for all of the uses existed on the site. However, he suggested bringing the matter before the Parking and Traffic Commission to review 68th Street. He explained the petition process. Staff, however, pointed out the additional parking that was being added at the southwest corner of the site.

Ms. Pirkins next expressed concern about the number of medical staff parking in the lot and inquired as to how many individuals would be working at the facility, wherein the Chairman stated he did not believe that matter was under this Commission's purview as the proposal met the Village's parking requirements. However, Chairman Jirik did explain the parking calculations to Ms. Pirkins and suggested she speak to the Traffic Manager, Mr. Fera, regarding the current conditions on 68th Street. Mr. Popovich further explained how the parking was calculated for the various uses.

Mr. Tim Rooney, 1031 68th Street, Downers Grove, asked for staff to expand upon the traffic study.

Mr. Popovich indicated the traffic study considered how traffic was going to flow through the site at both entrances during peak and non-peak hours and trip generation.

Mr. Rooney stated he and his neighbors were more concerned about traffic on Main Street and 68th Street. He stated he worked in the building at the southwest corner of 68th Street and Main, and he saw cars parked all the time on 68th Street. He stated he was the person who called for a "No Parking" sign on 68th Street, wherein the Village responded by placing a "No Parking" sign on one side of 68th Street 50 feet from Main Street. He believed the traffic at the intersection would be worse if the proposal is constructed. He expressed concern about safety due to the nearby McCollum Park and asked the traffic concerns be seriously considered. Mr. Rooney asked who would hold the petitioner responsible for the impacts of the development. Chairman Jirik stated the petitioner's traffic study did not indicate there would be large-scale impacts as a result of the development. He also reminded Mr. Rooney to speak to Mr. Fera after the meeting regarding the current issues on 68th Street.

Mr. O'Brien, Senior Planner, explained that the reason staff requires traffic studies for private development is to look at three issues: 1) on-site circulation; 2) to ensure adequate on-site parking is provided; and 3) to ensure the development does not trigger modifications to the Village's roadways. Level of services was also explained in more detail. He explained the only thing a

developer would be accountable for was if their traffic study indicated improvements to the public roads were required, a turn lane. for example, as a result of the development. He noted the petitioner's traffic study did not indicate any improvements were necessary to either Main Street or 68th Street as a result of the proposed development.

Mr. Gary Wurglitz, 1001 68th Street, Downers Grove, also expressed concern about the traffic on 68th Street, the safety of children on 68th Street, and the fact that once the building was added it would encourage parking on the street. He asked why two entranceways could not be added to Main Street instead of 68th Street in order to slow down traffic. Chairman Jirik explained generally the thought process was to reduce the number of curb cuts in order to keep the flow of traffic moving. Because Main Street was a County road, the County discouraged such cuts. Mr. Wurglitz asked that construction traffic be limited to Main Street.

Mr. O'Brien explained when developments apply for permits, the petitioner must present a construction staging and fencing plan to the Village. He suggested the Commissioners insert this matter into the motion.

Regarding the existing stormwater drain, Mr. Wurglitz expressed concern if the pipe size should be increased, wherein Chairman Jirik explained how the calculations for the restrictor release rate and the pipe size were determined.

Mr. John Shuman, 6801 Carpenter Street, Downers Grove, commented when coming to this meeting, he noticed cars were parked on both sides of 68th Street. He reiterated safety was a concern, and something had to be done. Regarding the hours of operation, he expressed concern that it would take longer than 8:00 p.m. for the building to be emptied out. He asked that the hours be reconsidered. Lastly, he voiced concerns about the lighting in the parking lot.

Mr. Popovich stated the sign lighting on the building will not disturb the neighbors, and a photometric plan for the parking lot will have to be provided.

Mr. Beggs asked what the hours of operation were for the Green Briar Center, wherein Mr. Fox explained currently the hours were not an issue, but if the facility was larger, it could become a problem. Asked if some medical professionals were in the building after 8:00 p.m., Mr. Fox stated there were some.

Mr. Shuman asked about a previous study completed for 68th Street addressing traffic speed. He asked what could be done to control the additional traffic down a dangerous street. Chairman Jirik indicated current conditions would have to be considered as well as the gathering of facts and be presented to the Parking and Traffic Commission. He reminded the public and the Commissioners that as the urbanization of areas increase, so does the traffic, and the issue becomes a matter of staying ahead.

Mr. Waechter suggested the residents speak with the Traffic Manager on this matter and find out what the correct process was. He believed the parking issues on 68th Street needed to be addressed before the building was done.

Mr. Shuman asked the Commissioners why people would park on the street if there were adequate parking being provided. Chairman Jirik believed the matter was existing and had to be studied more outside of this petition.

Mr. Ken Paradowski, 1041 68th Street, Downers Grove, asked where the contractors and heavy equipment would be staged, wherein, Mr. O'Brien stated the Village's preferred alternative for construction traffic was to come off the arterial streets if possible. Vehicles had to be parked on-site. Mr. Paradowski expressed concern that he and the residents had a street they could not access.

Ms. Barb Shuman, 6801 Carpenter, Downers Grove, stated she has resided on both the north and south sides of the Village. She discussed the overall increase in traffic over the years, especially on 68th Street. She believed the new building would add to the traffic congestion and force those vehicles making a left turn onto Main Street to travel to 67th Street or to Dunham. As a resident, she feels the residents have done their part, and she was discouraged by staff stating the matter will be "looked at" or the matter "will be considered".

There being no further comment, Chairman Jirik closed the public portion of the meeting. No further comments were received from the Commissioners.

Mr. Fox stated the lighting for the south parking lot will be located on the south facade of the building, and the light beams will not leave the property. The lighting plan has to be approved as part of the permitting process. Therefore, he intends to have minimal light projected at the corners of the site to buffer the residents. Landscaping has been designed to buffer the site as well. As to the parking concerns, he intends to build a facility with enough parking so that vehicles do not park on 68th Street. The employees who work at the building will be instructed to use the lot. As to traffic, he envisioned those visiting the site would use Main Street and not 68th Street.

Mr. Waechtler asked if the applicant and owner were present. Mr. Furey, applicant, was present and noted that since their submittal to staff, the purchase of the property was completed and HSA Commercial is now the owner.

Mr. Fox explained the hours of operation were based on when people expected to come to such a facility. In a similar Lemont facility, he explained most of the physician offices closed by 6:00 p.m. or 6:30 p.m., while the convenient care portion of the facility stayed open until 8:00 p.m.

Mr. Matejczyk suggested that as a condition of a positive recommendation the Parking and Traffic Commission take up the traffic issue on 68th Street as a study. Mrs. Rabatah concurred as she lived in the area. However, Chairman Jirik noted typically the residents would request a study. He suggested should the study be requested, the applicant fully cooperate in providing such information and/or data for the study.

Mr. O'Brien clarified the Village would perform the traffic study, take the development into account, and would use the applicant's traffic study. However, for this particular matter, he recommended a side motion being made, rather than tying the traffic study to this particular petition, thereby meriting a further investigation by the Village. This way, if not enough resident signatures were gathered for the petition, the Village Council could direct the Parking and Traffic Commission to investigate the 68th Street matter.

Mr. Cozzo commended the petitioner for holding a meeting on this development. While he agreed there were some Parking and Traffic issues on 68th Street, he believed the Parking and Traffic Commission would have reasonable solutions. Mr. Matejczyk also appreciated the petitioner contacting the residents on this development. Mr. Beggs supported the development, but called attention to the fact that the site was commercial, and that the traffic/parking issue should not hold up the development. He cited the current traffic appeared to be coming off Main Street to the Green Briar site. Discussion followed that it was not a matter of holding up the development but was a matter to address independently.

WITH RESPECT TO FILE NO. PC-10-07, MR. WEBSTER MOVED TO FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL RECOMMENDING APPROVAL OF THE SUBDIVISION AND AMENDMENT TO PLANNED DEVELOPMENT #7, GREEN BRIAR MEDICAL OFFICE CENTER, FOR A NEW MEDICAL OFFICE BUILDING, SUBJECT TO STAFF'S RECOMMENDATIONS FROM ITS REPORT WITH EMPHASIS ON ITEM NO. 9 TO ADDRESS A SITE MANAGEMENT PLAN TO ADDRESS CONSTRUCTION TRAFFIC:

- 1. THE PLANNED ADDITION, SITE IMPROVEMENTS AND SUBDIVISION SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT DATED MARCH 12, 2007; THE ENGINEERING IMPROVEMENT PLANS PREPARED BY SEC GROUP, INC. DATED JANUARY 19, 2007 AND REVISED ON FEBRUARY 15, 2007; THE FINAL PLAT OF SUBDIVISION AND PLATS OF VACATION FOR UTILITY EASEMENTS PREPARED BY SEC GROUP, INC. DATED FEBRUARY 15, 2007; AND ARCHITECTURAL PLANS PREPARED BY OWP/P ARCHITECTS, INC. DATED FEBRUARY 9 AND 16, 2007, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**
- 2. THE PETITIONER SHALL PROVIDE WRITTEN DOCUMENTATION FROM THE DOWNERS GROVE SANITARY DISTRICT INDICATING THEIR AGREEMENT WITH THE PROPOSED REVISED SANITARY SEWER EASEMENT LOCATION AND LANGUAGE.**
- 3. THE PETITIONER SHALL PREPARE AND SUBMIT A TABBED DUPAGE COUNTY STYLE STORMWATER REPORT FOR THE PROPOSED IMPROVEMENTS. ADDITIONALLY, STORM SEWER CALCULATIONS SHALL BE REVISED IN A MANNER ACCEPTABLE TO THE VILLAGE ENGINEER AND ONE FOOT OF FREEBOARD SHOULD BE PROVIDED AROUND THE POND HWL IN A MANNER ACCEPTABLE TO THE VILLAGE ENGINEER.**
- 4. AS THE DEVELOPMENT IS GREATER THAN ONE ACRE, A SUBMITTAL TO IEPA IS REQUIRED FOR NPDES PHASE II COMPLIANCE. THE VILLAGE SHALL BE COPIED ON CORRESPONDENCE WITH IEPA REGARDING THE SUBMITTAL FOR NPDES PHASE II.**
- 5. PROPOSED SIGNAGE SHALL MEET THE VILLAGE'S SIGN CODE. ANY STRUCTURAL REVISIONS TO THE EXISTING SIGN SHALL CONFORM TO THE VILLAGE'S SIGN CODE.**
- 6. AS PER LOCAL AMENDMENTS TO THE 2002 NATIONAL ELECTRICAL CODE, THE BUILDINGS SHALL HAVE ONE MAIN DISCONNECT THAT CUTS POWER TO BOTH THE EXISTING AND PROPOSED BUILDING. THE BUILDINGS CAN HAVE ONE MAIN DISCONNECT OR A SHUNT TRIP SYSTEM INSTALLED.**

7. THE PROPOSED BUILDING SHALL HAVE AN AUTOMATIC SPRINKLER SYSTEM INSTALLED THROUGHOUT.
8. THE PROPOSED BUILDING SHALL HAVE A MANUAL FIRE ALARM AND AUTOMATIC DETECTION SYSTEM INSTALLED THROUGHOUT. BOTH FIRE ALARM SYSTEMS SHALL BE TIED INTO THE DOWNERS GROVE ALARM BOARD.
9. PRIOR TO THE ISSUANCE OF A BUILDING PERMIT, A SITE MANAGEMENT PLAN, MINIMALLY IDENTIFYING PROPOSED CONSTRUCTION FENCING, TRAILER LOCATIONS, CONSTRUCTION PARKING AND STAGING AREAS DURING CONSTRUCTION, SHALL BE PROVIDED TO THE VILLAGE FOR REVIEW AND APPROVAL.
10. PRIOR TO THE COMMENCEMENT OF SITE DEVELOPMENT ACTIVITIES, THE APPROPRIATE PERMITS (WATER, STORMWATER, SITE DEVELOPMENT, RIGHT-OF-WAY, ETC.) SHALL BE OBTAINED FROM THE APPROPRIATE PERMITTING AUTHORITY.
11. PRIOR TO ANY PERMANENT STRUCTURES BEING PLACED ON THE PROPERTY, INCLUDING BUT NOT LIMITED TO BUILDING FOUNDATIONS, BUILDING FOOTINGS AND DETENTION BASINS, A SOIL TEST AND REPORT SHALL BE SUBMITTED TO ENSURE THE SOIL CAN SUPPORT THE STRUCTURES.
12. IF THE BUILDINGS ARE INTERNALLY CONNECTED TO ALLOW ACCESS TO EACH BUILDING WITHOUT EXITING THE BUILDING, THE EXISTING BUILDING AT 6800 MAIN STREET SHALL HAVE AN AUTOMATIC SPRINKLER SYSTEM, MANUAL FIRE ALARM, AND AUTOMATIC DETECTION SYSTEM INSTALLED THROUGHOUT.

SECONDED BY MR. MATEJCZYK.

ROLL CALL:

AYE: MR. WEBSTER, MR. MATEJCZYK, MR. BEGGS, MR. COZZO, MRS. RABATAH, MR. WAECHTLER, CHAIRMAN JIRIK

NAY: NONE

MOTION CARRIED. VOTE: 7-0

MR. MATEJCZYK MADE A MOTION, IN LIGHT OF THE PUBLIC COMMENT RECEIVED FOR PC 10-07, THE PLAN COMMISSION MAKE A RECOMMENDATION TO THE VILLAGE COUNCIL THAT THE PARKING AND TRAFFIC ON 68TH STREET FROM MAIN STREET WESTWARD BE FURTHER INVESTIGATED WITH REGARDS TO PARKING, VOLUME, AND SPEED.

SECONDED BY MRS. RABATAH.

ROLL CALL:

**AYE: MR. MATEJCZYK, MRS. RABATAH, MR. WEBSTER, MR. BEGGS, MR. COZZO,
MR. WAECHTLER, CHAIRMAN JIRIK**

NAY: NONE

MOTION CARRIED. VOTE: 7-0

(The Plan Commissioners took a five-minute break at 8:55 p.m. and reconvened at 9:00 p.m.)

FILE NO. PC-11-07 A petition seeking an Amendment to Chapter 28 of the Municipal Code-Zoning Ordinance, Article 14 Off-Street Parking and Loading; Village of Downers Grove, Petitioner

Mr. Popovich, Village Planner, stated the petitioner was the Village of Downers Grove, and the goal of the ordinance revisions was to provide better-designed parking lots through landscaping and green space; simplify the parking regulations; and update the existing parking use list and the number of required parking spaces, stacking, and loading spaces. The revisions fell into three general categories: 1) administrative, 2) design, and 3) regulatory (to be consistent with National standards). The administrative revisions include identifying the proper authority for decisions and many housekeeping items, including properly identifying the Village Council instead of the Village Board. The design changes are proposed to create better developments. Regulatory changes have been made so the Code is consistent with current National parking standards. Additionally, regulatory changes will allow for more efficient enforcement of the Codes.

Significant changes included creating smaller size parking spaces if needed; improving the design of parking lots through landscaping and greenscape; adding perimeter parking lot screening, specifically near residential areas; requiring a more extensive photometric plan and a better definition of foot candles; modifying the location and screening procedures for the storage of recreational vehicles; adding language which addresses the use and length of time for portable storage containers typically known as PODS; revisions to off-street parking requirements; developing standards for parking and traffic; and the addition for individuals to enter into shared parking agreements.

For illustration purposes, Mr. Popovich reviewed some examples of current parking requirements, actual parking provided, and proposed parking requirements for developments around the Village.

Additional revisions also included adding handicap parking requirements and the installation of bicycle parking guidelines. Staff stated the proposal met the Village's Sign Ordinance, the Ogden Avenue Master Plan, the Zoning Ordinance and the Future Land Use Map. Staff recommended approval of the petition.

Mr. Matejczyk thought some of the parking space requirements were less restrictive than the current restrictions. Mr. Popovich agreed. He further added an existing parking lot could be re-striped, but a parking study would be required of the applicant.

Chairman Jirik asked that the Commissioners review the changes page by page.

Page 2, Section E - After the words, “used in conjunction with”, add the words “either a business operation on such lot or with a service being rendered for the benefit of such lot.”

Page 2, *Front Yards*, 14.04A - Chairman Jirik expressed concern about no gravel lots being allowed. Staff stated the permeable pavers would be acceptable.

As to Section 1404 as it pertains to the location of parking spaces, Mr. Beggs believed a number of Commissioners held the belief that in order to improve Ogden Avenue the depth of the lots had to be increased and parking had to be kept in the rear of the lots. In addition, landscaping and sidewalks, etc. improved the look. As to how this section affected Ogden Avenue, Mr. Popovich explained the parking setbacks were set through the B3 zoning regulations and nothing in the section would change it. Mr. Beggs expressed his reservations. Mr. Webster thought the section might need more consideration.

Mr. O’Brien explained when this matter was under review, the revisions were not changed for the parking setback, but instead, were changed for the landscaping requirements (similar to the Ogden Avenue Master Plan). The shared parking agreement was changed and now it was easier to receive a shared parking agreement through this Commission rather than seek a variation. Mr. O’Brien added it was staff’s way to legislate a more accurate picture of shopping center parking and discourage the overbuilding of parking lots.

Per the Chairman’s question, Mr. Popovich explained an individual with a legal non-conforming parcel was allowed to resurface and restripe without a variation. However, if parking lot reconstruction was planned, the requirements would have to be met. The grandfather clause was noted on page 23.

Discussion followed on the removal of the depth of the “compact stone base requirement” and the fact that the Public Works Department was creating a Design Standards Manual for roadways in order for staff to address this matter and to defer to the Manual in the future.

Page 4, Parking Blocks -- Staff did research other communities on this matter. Mr. Fera stated it will be up to him or the Director of Public Works to determine what type of material the blocks will be made up of; i.e., concrete or recycled material. He preferred recycled material. Block height will also be considered.

Per a question, staff clarified “Parking Area” includes a drive aisle for a parking lot and a driveway for residential use. White and yellow striping was clarified by Mr. Fera.

Page 5, Front Yards -- Where it states, “continuous landscaping shall be provided,” the Chairman suggested it be revised to “continuous along the entirety of the perimeter, except where required by other provisions”. He suggested a depth amount might need to be considered. Concern was raised on how to address the matter with adjacent side yards and adjacent parking lots. The Chairman suggested adding a “minimum” height for starter plants. It was noted that “maximum height” was addressed for interior parking lots on page 7.

Page 6, Long Term Maintenance of Landscaping -- This was a new requirement. Fines ran from \$75 to \$750 per day. Chairman Jirik stated any time “long-term maintenance” was used, he

recommended, “continuous and regular maintenance be required” in order to get the owner to comply.

Mr. Beggs noted Section 1406 is directed to the design of off-street parking areas, but the section begins to discuss parking lots. He suggested better clarification of the defined terms “parking area” and “parking lot.” Mr. O’Brien mentioned the terms were being used interchangeably. He would add a new paragraph upfront.

Mr. Waechtler inquired about the amount of foot-candles underneath gas station canopies. Staff noted it was an average and a generally accepted standard. Chairman Jirik noted petitioners could request higher light levels based on Table 2, but it would have to be approved by staff or the Plan Commission. Mrs. Rabatah asked whether they should put something into the ordinance regulating these special situations where petitioners would want higher light intensities. Mr. Waechtler didn’t want to lock everyone to a specific standard and would prefer to not add that language but would prefer that the petitioner would have to provide justification for the change.

Mr. Webster stated the 70 foot-candles might be exceeded on current automobile dealerships. He also noted the light level at the property lines might not be able to be perceived by people. He stated his appreciation that staff requires some calculations but not an abundance of technical calculations that do not mean much to the normal person.

Mr. Cozzo inquired whether it was necessary for recreational vehicles to be screened on all four sides. He also asked how screening on all four sides would be accomplished. Mr. Popovich explained the reasoning behind it. The Commissioners felt three sides would be adequate screening as long as the vehicles were screened from the immediately adjacent neighbors. Chairman Jirik noted the language should read all sides abutting an adjoining lot but in no case less than three sides. Staff noted the requirement could be written to provide screening to adjacent neighbors. Chairman Jirik also noted a fence height should be added. Mr. Matejczyk asked when this requirement would be in effect and noted there is no grandfathering clause. Staff noted the ordinance would take effect immediately, and it would most likely be enforced based on neighbor complaints. Mr. Waechtler inquired about visitors with a recreational vehicle. Mr. O’Brien noted section (a) and (b) of 28-1408 addresses that condition.

Mr. Waechtler inquired why staff decided to allow 90 days for portable storage devices. Mr. Webster noted in many projects this is a reasonable time. Mr. Popovich stated staff worked with Code Enforcement Officers to determine the timeline. Mr. Popovich noted the original recommendation was for 30 days but based on discussions with the Officers, 90 days was the preferred option. The Officers noted 90-days seemed adequate for a small renovation to start and finish and felt 30 days would be too strict. Mr. O’Brien stated the main impetus for this addition is commercial storage containers that take up parking spaces.

Mr. Beggs questioned the word ‘adequate’ in Section 28-1409(c). The Commissioners concluded the language should change to ‘properly engineered.’

Mr. Webster asked why staff decided it was necessary to provide a graphic of a loading dock. Mr. O’Brien stated many permits come to the Village without a catch basin and triple-basin and many of the developments do not provide adequate space for the large trucks. Many of these trucks use

public right-of-ways for maneuvering which creates larger traffic issues. Mr. Fera noted 50-foot lengths are necessary for the larger trucks.

The Commissioners noted Table 4 should state 'Minimum Requirements' in the header. Mr. Waechtler questioned whether single family parking requirements should be higher since most houses have three to four cars on each lot. Mr. O'Brien noted staff believed two was adequate and we should not legislate for more parking than that. He also stated the garage counts as two spaces and generally, the driveway is adequate for two more parking spaces.

Mr. Webster asked whether the number of required spaces went up or down, and what the definition of Class A and B spaces in the existing ordinance were. Mr. O'Brien stated in general the requirements went up, and it is slightly difficult to determine that because the standard was changed to spaces per 1,000 square feet rather than ratios of spaces per hundred feet, etc. Mr. O'Brien stated the regulations are closer to market demands and by splitting out the uses, it will be easier for staff to administer the regulations. Mr. Popovich noted the Class A and B spaces were based on space turnover, and Mr. Fera stated those definitions are no longer applicable.

Mr. Waechtler inquired about the day-care stacking standards. Mr. Popovich noted the requirement is for drop-off and pick-up areas, and no more than 10 would be required.

Mr. Webster asked about the restaurant parking requirements. Mr. O'Brien provided the definition of a restaurant and noted an existing parking ordinance loophole that allows carry-out restaurants as a general commercial use instead of a restaurant has been closed. He noted most carry-out restaurants tend to have some seating in them, and they become both a carry-out and sit-down restaurant.

Mr. Matejczyk asked about the second church parking requirement. Staff noted this section references the religious center description immediately above.

Mr. Webster inquired about not counting a fraction of a space that is less than ½. Mr. Popovich noted current standards allow this, and staff did not feel it would be an adverse effect on the standards.

Mr. Waechtler inquired about shared residential driveways and whether the Village would require a cross-access easement. Mr. O'Brien noted the Village believes it is an issue between private property owners and not the Village. He noted the Village was discouraging shared residential driveways.

Mr. Beggs asked about Gloria Dei's shared parking agreement with the high school. Mr. Beggs and Mr. Cozzo wondered how this ordinance would affect the agreement if it were ever ended. Would they be required to provide more parking when their current lot does not have additional space? Mr. O'Brien noted the Plan Commission granted Gloria Dei a variance for parking so in effect they would not need to provide additional parking.

Chairman Jirik asked if the Plan Commission would have final approval authority for shared parking agreements. Mr. Popovich noted in the case of a by-right development, the Plan Commission would have the final authority, but in the case of a Special Use or Planned Development, the Plan Commission would provide a recommendation to Village Council. Mr.

Beggs noted a situation on Finley Road where there is no distinction between peak periods and that future shared parking agreements should clearly have different peak periods. Mr. Waechtler agreed.

Mrs. Rabatah inquired whether 28-1410(h) should include the DT district. Mr. O'Brien stated this was more of an issue of medical and dental uses locating in the DB district and getting out of having significant parking requirements. This section would require those uses to provide the necessary parking and in effect maintain a commercial character in the downtown.

Mr. Cozzo inquired about the prohibition of parking in the front yard. He wondered about the parking in a front yard of a development along Curtiss Street. Mr. O'Brien noted this particular location would be grandfathered in, but no additional developments would be allowed to do this.

Mr. Webster asked about the fine for parking in handicap parking spaces as shown in Figure 4. Mr. O'Brien stated the fine is determined in another section of the Municipal Code and is determined by Village Council. Mr. Waechtler noted he has seen various fines in other communities.

Mr. Waechtler noted he was pleased to see bicycle parking standards. Mr. Cozzo stated, as a member of the newly formed Downers Grove Bicycle Club, he was glad to see bicycle parking encouraged. Mr. Webster inquired why bicycle parking was not required. Staff replied they felt it better to encourage it before requiring it. They noted the encouragement is intended to provide better access to downtown and Ogden Avenue.

Mr. Matejczyk inquired whether staff looked at providing motorcycle parking. Mr. Popovich noted staff was looking for motorcycle parking regulations but could not locate any. Mr. Webster noted he has some standards and could provide those. He stated motorcycle parking wasn't necessarily in striped areas, but was more of an area. Mr. Fera noted the possibility of an area being better than actual striping. Mr. Waechtler noted the noise of motorcycles and that it might not be the best option. Mr. Matejczyk stated some motorcycle spaces are located in front of the library, but Mr. Fera noted they were not approved, and staff would have a difficult time regulating them because there are no standards. Chairman Jirik suggested if staff wanted to look at how motorcycle parking worked it could be provided in lieu of car spaces.

Mr. Waechtler inquired if junk cars were covered. Mr. O'Brien stated junk cars are addressed in a different section of the Zoning Ordinance.

Mr. Cozzo asked if there are any trailer parks in the Village. Mr. O'Brien noted there are specific size requirements for trailer parks.

Chairman Jirik opened up the meeting to public comment.

There being no comment, Chairman Jirik closed the public comment portion of the meeting.

Chairman Jirik recommended the Plan Commission continue the case to the April 2nd Plan Commission Meeting to provide a final review of the proposed changes based on tonight's discussion.

WITH RESPECT TO FILE NO. PC-11-07, MR. WEBSTER MADE A MOTION TO CONTINUE THE PETITION TO DATE CERTAIN, THAT DATE BEING APRIL 2, 2007 AND THAT THE PETITION BE SECOND ON THE AGENDA.

SECONDED BY MR. COZZO.

ROLL CALL:

AYE: MR. WEBSTER, MR. COZZO, MR. BEGGS, MR. MATEJCZYK, MRS. RABATAH, MR. WAECHTLER, CHAIRMAN JIRIK

NAY: NONE

MOTION. VOTE: 7-0.

Mr. O'Brien noted the next Plan Commission meeting is Monday, April 2nd. The meeting will consist of a petition at 63rd and Main Streets and the Parking Ordinance.

MR. COZZO MOVED TO ADJOURN THE MEETING. MR. WEBSTER SECONDED THE MOTION. THE MEETING WAS ADJOURNED AT 11:15 P.M.

/s/ Celeste K. Weilandt
Celeste K. Weilandt
(As transcribed by MP-3 audio)