

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
JANUARY 12, 2011**

MINUTES

ROLL CALL

President DiCola called the meeting to order in the Library Meeting Room at 7:31 p.m. Trustees present: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Trustees absent: none. Also present: Library Director Bowen, Assistant Director Carlson. Visitors: Student Scott West.

APPROVAL OF MINUTES

Trustees reviewed the minutes of the regular meeting of December 15, 2010. It was moved by Loftus and seconded by Read **THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 13, 2010 BE APPROVED AS AMENDED.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: Greene. Nays: none. Motion carried.

PAYMENT OF INVOICES

Trustees reviewed the list of invoices submitted for payment. It was moved by Read and seconded by Loftus **TO APPROVE PAYMENT OF OPERATING INVOICES FOR DECEMBER 31, 2010 TOTALING \$48,889.41 AND FOR JANUARY 13, 2011 TOTALING \$11, 806.92 AND ACKNOWLEDGE PAYROLLS FOR DECEMBER 2010 TOTALING \$163,631.57.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OPPORTUNITY FOR PUBLIC COMMENT ON OTHER LIBRARY BUSINESS

None.

OLD BUSINESS

None.

NEW BUSINESS

- Discussion of the library director search process

Bowen confirmed that all the trustees are available to meet on Wednesday, February 23 for the first meeting with Dan Bradbury, the consultant for the library director search. This is a regular board meeting, so the board will approve the minutes of the previous meeting, pay the bills, and then meet with the consultant. Bradbury said that this initial meeting typically takes from 1½ - 2 hours.

In this meeting Bradbury will review the search process and trustees will mutually agree on the final timeline for the search. The board will also discuss the attributes that they are looking for in the new director. Administration should be present when the timeline is discussed because they will be facilitating the schedule of meetings. However, the Administration will leave for the remainder of the meeting so that the board can have the discussion about desired attributes of the new director without staff present. Before the meeting the board will receive a two page check list from the consultant that will help them frame their thoughts for the discussion.

During this first visit Bradbury will hold meetings with the staff to get their thoughts on what should be sought in the new director. He is willing to meet with others as well. Bowen suggested that the board decide whether or not they wish to have the consultant meet with others. Another suggestion of the consultant is to include a method to make comments on the director search website so that any interested person could submit comments.

Trustee Humphreys stated that he strongly wants the consultant to spend time with staff, and the others agreed and suggested staff talk with the consultant in various groupings. The trustees discussed who else they might invite to talk with the consultant. Names of community members were mentioned, and the trustees agreed that an opportunity will be offered, and the website will be important as it will provide anyone in the community the opportunity to give input on the director search.

President DiCola also offered to talk one-on-one with any of the trustees, and Trustee Humphreys said he appreciated this invitation.

REPORT FROM THE ADMINISTRATION

The board packet included financial reports for December. These are not the final reports for the year, but Bowen was happy to report that the library's revenue is slightly higher than was projected for the year. And the library's expenditures are lower than the 95% attainment that he had originally projected for 2010.

Trustee Read asked why there was a smaller return on investment than expected, and Bowen replied that he was a little more optimistic than what occurred. When asked about why expenditures were lower, Bowen responded that this was due in part because insurance expenditures were lower than projected; technology expenditures were lower because Bowen was not sure the library would receive the Per Capita grant funding which is primarily used for technology; and mostly because of staff salaries. Due to the economy, staff did not receive the planned for salary increase to bring them up to the level of other similar libraries and personnel costs were lower because one position was completely eliminated, and another was partially eliminated with some extra hours going to current staff, and several other positions were not filled, though they will remain in the budget with the expectation of filling them in the future. Trustee Humphreys commented that staff did a good job of saving this year too.

Two amendments to the Open Meetings Act went into effect on January 1, 2011. One concerns the availability of minutes of open meetings. Minutes from an open meeting must be approved and made available to the public in a timely fashion. The amendment states that board minutes be approved "within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later." The period in which minutes are to be made available to the public has been increased from 7 days to 10 days after approval. For the record, the library normally makes the minutes available in print and on the website by Friday after the Wednesday board meeting.

The other amendment requires that a public body allow public comments at all open meetings, and requires a public body to have a policy that determines the rules for public comment. For the record, the library has had a policy on public comment at meetings of the library board in place since 1993.

The County Clerk recently requested the list of administrators and trustees who are required to complete the annual Statement of Economic Interest. The statements will be sent to home addresses by March 2 and trustees and administrators must complete and return their statements to the Office of the DuPage County Clerk by May 2. Bowen asked the trustees to watch for the statement and return the completed statement promptly. There is a fine for filing the statement late.

As Trustee Read mentioned at the start of the meeting, Bowen reiterated that the library had just received an email from the Metropolitan Library System (MLS) stating that the system had received a check for \$936,721.27 – the first payment for the fiscal year that began July 1, 2010. This is about 35% of the funding that was appropriated for the year. At this time it is not known if all of the Illinois Library Systems received a portion of their FY2011 appropriation, or if only MLS did. A trustee asked what this means for MLS, and Bowen said that basically it keeps the system from having to go to a line of credit and it will provide some initial funding for a new merged system.

Carlson reported that the December and annual statistics will be available for the next board meeting, but she wanted to let the board know that the library's circulation did go over one million again, for the second year in a row! The library circulated 1,010,974 items in 2010, about 7,500 items more than in 2009. Trustee Humphreys commented that the library is doing more with less.

The annual staff in-service day is Friday, January 14, and the library is pleased to have Dr. Michael Stephens from the Graduate School of Library and Information Science at Dominican University, River Forest, speaking on the "Future of Libraries." Stephens is well-known in the library world for his expertise in technology, innovation, and libraries, and he has spoken to audiences at conferences and other venues throughout the United States and in several other countries. Per staff request for a presenter on stress relief, Deb DiSandro of SlightlyOff.com, was invited to speak.

TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

Someone asked what the population of Downers Grove was in the recent census, and Bowen said it has not yet been released, but that estimates for 2009 are that it is still less than 50,000.

ADJOURNMENT

The meeting was adjourned at 8:10 p.m.

APPROVED 1/24/11

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING
PUBLIC HEARING

JANUARY 3, 2011, 7:00 P.M.

Chairman Jirik called the January 3, 2011 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: Village Planning Manager Jeff O'Brien; Planners Stan Popovich and Damir Latinovic

VISITORS: Mr. Paul Neustadt, NEUCO, 5101 Thatcher Road, Downers Grove; Mr. Jim Caneff, Roake Associates, 1684 Quincy Avenue, Naperville, IL; Mr. Willis Johnson, 603 Rogers St., Downers Grove; Mr. Greg Bedalov, Economic Development Corporation; Ms. Marge Earl, 4720 Florence Ave., Downers Grove; Mr. Al Mc Cloud, Mc Cloud Associates; Mr. Dave Matheis, Matheis Builders; Mr. Robert Olp, 5241 Lyman Ave., Downers Grove; Emily and Jim Farley, 820 Randall Street, Downers Grove

Chairman Jirik led the Plan Commissioners in the recital of the Pledge of Allegiance.

DECEMBER 6, 2010 MEETING MINUTES - MR. COZZO MADE A MOTION TO APPROVE THE MINUTES, AS PREPARED, SECONDED BY MRS. RABATAH. MOTION CARRIED BY VOICE VOTE OF 8-0.

Chairman Jirik explained the protocol for the meeting.

File PC-17-10 (continued from 12/06/2010 meeting) The purpose of the request is to consider the draft Downers Grove Comprehensive Plan, which, if adopted will become the official plan for the Village as required by Section 1.12 of the Municipal Code. The proposed comprehensive plan will replace the 1965 Comprehensive Plan; Village of Downers Grove, Petitioner.

Chairman Jirik opened up the public hearing for this matter.

WITH RESPECT TO FILE PC-17-10, MR. MATEJCZYK MADE A MOTION THAT THE PLAN COMMISSION CONTINUE THE PUBLIC HEARING TO A DATE CERTAIN, THAT DATE BEING JANUARY 24, 2011.

SECONDED BY MR. QUIRK. ROLL CALL:

APPROVED 1/24/11

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

NAY: NONE

MOTION CARRIED. VOTE: 8-0

File PC-01-11 A petition seeking approval of the Final Plat of Subdivision to consolidate two lots into one lot for the property located on the east side of Saratoga Avenue approximately 150 feet north of Franklin Street and on the west side of Prince Street approximately 150 feet north of Franklin Street commonly known as 4825 Saratoga Avenue and 4824 Prince Street, Downers Grove, Illinois (PIN's 09-08-107-006, -014); Jeffrey Crane, Petitioner; Jeffrey and Melanie Crane, Owners.

Chairman Jirik confirmed with staff that this petition was withdrawn. Mr. O'Brien confirmed it was withdrawn and no additional action was necessary.

File PC-02-11 A petition seeking approval of the Final Plat of Subdivision to consolidate three lots into one and a Zoning Ordinance Map Amendment to rezone the property from ORM, Office Research and Manufacturing to M-1, Light Manufacturing. The property is located at the southeast corner of Thatcher Road and Hitchcock Avenue and is commonly known as 5101 Thatcher Road, Downers Grove, Illinois (PIN's 08-11-408-003, -011, -012); BPJ Investments, LLC, C/O Paul J. Neustadt, Petitioner/Owner

Chairman Jirik swore in those individuals who would be speaking on File PC-02-11.

Mr. Latinovic located the 2.2 acre parcel on the overhead, noting the parcel contains three lots consisting of two western lots zoned M-1 Light Manufacturing and one eastern lot zoned ORM Office Research and Manufacturing. The petitioner is planning to rezone the eastern lot to the M-1 zoning and request the final plat of subdivision for the consolidation of the three lots into one lot. Consolidation will allow for a future addition being proposed by the petitioner on the eastern lot.

Per staff, the proposed rezoning/consolidation is consistent with the Future Land Use Plan and with the M-1 Light Manufacturing zoning. It will not affect the village's bulk regulations. It was noted that the surrounding properties to the west and south were zoned M-1 Light Manufacturing while the properties to the east were zoned ORM.

Per Mr. Latinovic, the proposed building addition is in the planning stage and plans will have to meet all zoning requirements and all village codes. The final plat of subdivision will exceed all minimum lot dimension requirements from the subdivision ordinance. The current easements on the property meet the requirements of the subdivision ordinance. However, the petitioner will have to prepare a separate Plat of Easement at the time of the building permit approval to designate new stormwater easements for the new stormwater detention to be located under the new addition and to abrogate any existing stormwater easements. This Plat of Easement will have to be approved by the Village Council.

To date, no written comments from neighboring property owners were received by staff. Staff reviewed its findings of fact in more detail and, overall, supported the proposal, subject to the four

APPROVED 1/24/11

conditions listed in its report. Mr. Latinovic recommended the commission make two motions: one for the lot consolidation and one for the lot rezoning.

Dialog followed that the existing detention on the eastern lot would have to be relocated below the proposed building addition while the addition's second floor would hold offices. Concern was raised on the calculations required for such a detention facility and whether it would support the type of building being proposed. To date, Mr. Latinovic explained that no engineering plans were submitted by the petitioner. However, he further explained that the detention would be increased to accommodate the new building addition and all stormwater requirements would have to be met as part of the permitting process. Asked if adding water detention under an existing structure was common, Mr. Latinovic and Mr. O'Brien cited other examples around the village.

Petitioner, Mr. Paul J Neustadt, 5326 Meadow Lane, Downers Grove, reviewed a history of Neuco and the additions that were added to his building over the years. The business continues to grow and Mr. Neustadt stated he wanted to stay in the Village.

Mr. Jim Caneff, with Roake and Associates, Naperville, Illinois, and the civil engineer for the building addition confirmed the information in staff's report and appreciated staff answering the questions being raised. Mr. Caneff stated he was sure the detention could accommodate for the new addition as well as all the volume of the existing detention and he proceeded to summarize how the new facility would look. The proposed facility is feasible because of the Village's deep storm sewer system that can accommodate the gravity flow, similar to a reservoir, with the water continuing to flow from south to north. More detailed followed.

With no further questions, Chairman Jirik opened up the meeting to public comment. There being no public comment, the chairman closed public comment. The petitioner had no closing statement.

Mr. Cozzo asked whether the final design for the building addition would return to the Plan Commission, wherein Mr. Latinovic explained that it would not since they were only seeking rezoning and consolidation of the lots. The building addition is allowed by right. However, he added that the proposed development would have to meet all Village building and stormwater ordinances and that the Plat of Easement for new stormwater easements and abrogation of existing ones would be reviewed and approved by the Village Council.

Without further discussion, Chairman Jirik confirmed that all standards for approval of the rezoning and the lot consolidation are satisfied and that there is good consistency and adherence to those standards. He suggested, per staff's recommendation, to make two separate motions, one for rezoning and one for lot consolidation.

WITH RESPECT TO FILE PC 02-11, MRS. HAMERNIK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL FOR PETITIONER'S REQUESTED REZONING OF THE EASTERN PARCEL FROM ORM, OFFICE RESEARCH AND MANUFACTURING TO M1, LIGHT MANUFACTURING. THE STANDARDS FOR APPROVAL (7 POINTS) HAVE BEEN MET.

SECONDED BY MRS. RABATAH. ROLL CALL:

APPROVED 1/24/11

**AYE: MRS. HAMERNIK, MRS. RABATAH, MR. BEGGS, MR. COZZO,
MR. MATEJCZYK, MR. QUIRK, MR. WEBSTER, CHAIRMAN JIRIK**
NAY: NONE

MOTION CARRIED: VOTE: 8-0

WITH RESPECT TO FILE PC-02-11, MRS. HAMERNIK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL FOR PETITIONER'S REQUEST TO CONSOLIDATE THE THREE (3) EXISTING LOTS INTO ONE (1) NEW LOT SUBJECT TO THE FOLLOWING FOUR (4) CONDITIONS:

- 1. THE FINAL PLAT OF SUBDIVISION SHALL SUBSTANTIALLY CONFORM TO THE FINAL PLAT OF SUBDIVISION OF NEUCO SUBDIVISION PLAN PREPARED BY ROAKE AND ASSOCIATES, INC. DATED NOVEMBER 29, 2010, EXCEPT AS SUCH PLAN MAY BE MODIFIED TO CONFORM TO THE VILLAGE CODES AND ORDINANCES.**
- 2. AT THE TIME OF BUILDING PERMIT REVIEW FOR THE BUILDING ADDITION, THE PETITIONER SHALL PROVIDE STORMWATER CALCULATIONS AND COMPLY WITH ALL REQUIREMENTS OF THE STORMWATER ORDINANCE.**
- 3. AT THE TIME OF BUILDING PERMIT REVIEW FOR THE BUILDING ADDITION, THE PETITIONER SHALL PLAT NEW STORMWATER EASEMENTS AS REQUIRED TO ACCOMMODATE NEW STORMWATER DETENTION FACILITY.**
- 4. AT THE TIME OF BUILDING PERMIT REVIEW, ANY PROPOSED ABROGATION OF THE EXISTING STORMWATER EASEMENTS SHALL BE APPROVED BY THE VILLAGE COUNCIL.**

SECONDED BY MR. QUIRK. ROLL CALL:

**AYE: MRS. HAMERNIK, MR. QUIRK, MR. BEGGS, MRS. RABATAH, MR. COZZO,
MR. MATEJCZYK, MR. WEBSTER, CHAIRMAN JIRIK**
NAY: NONE

MOTION CARRIED: VOTE: 8-0

File PC-03-11 A petition seeking an alley vacation of a 16-foot wide by 155-foot long alley running north and south adjacent to the properties commonly known as 812 and 820 Randall Street, Downers Grove, Illinois (PIN's 09-08-316-009, -008); Ed Stukas and Zivile Chirban, Emily Farley, Petitioners; Village of Downers Grove, Owner

Chairman Jirik swore in those individuals who would be speaking on File PC-03-11.

Village Planner, Mr. Stan Popovich reviewed the proposal that was to vacate a 16-foot wide by 155 foot long alley adjacent to the properties known as 812 and 820 Randall Street. This petition was before the commission on June 7, 2010. At that time, three property owners wanted to vacate the

alley. During the June public hearing, the property owner for 5241 Lyman Avenue objected to his loss of perceived public access. At the conclusion of the hearing, the Commission approved the vacation with the condition that all three parties work out the access agreement. Due to the three property owners not coming to an agreement, the petition was withdrawn in November 2010.

Mr. Popovich indicated that now the property owners for 812 and 820 have submitted a petition to vacate the alley. The 8 feet that is adjacent to the 820 Randall Street property would be vacated to 820 Randall Street adding approximately 632 square feet to their property. The alley adjacent to the 812 Randall Street property would be vacated and then the 8 feet adjacent to the 5241 Lyman Avenue property would be vacated to the 812 Randall Street property owner as well, adding approximately 1,848 square feet to that property. The utility companies do not have any objections as long as there is an easement maintained over the entire parcel. No permanent structure can be constructed on that easement, other than a driveway or fence.

Mr. Popovich reported the Park District has requested the maintenance of a pedestrian access to connect Randall Park to the museum campus along Maple Avenue. Staff feels the current sidewalk system connects the two parks very well and a mid-block connection would be a redundant public service.

Staff recommended that if the Commission found the proposal met the vacation policy, it should forward a positive recommendation to the Village Council with the condition to include a public utility and drainage easement over the entire alleyway. Should the petition not meet the vacation policy, the alley right-of-way would remain as open space with no improvements on the alley.

Staff summarized that the proposal meets the Future Land Use Map and is consistent with the zoning ordinance. Mr. Popovich noted the 812 Randall Street property would become a 64 foot wide lot which would require a 6.4 foot setback on the east while the setback on the west would be the EASTERN??? line of the alley. The police and fire departments had no objections to the petition.

Mr. Popovich said staff spoke with both Mr. Olp and Mr. Stukas since June of 2010. Mr. Olp conveyed his concerns that if the alley was to be vacated, he would lose his right to access to Randall Street. He indicated he was permitted to park his vehicle on the driveway during isolated weather conditions prior to 1980 by the previous owners at 812 Randall Street. Staff believes that use of the private driveway in a public alley did not constitute a public use. Staff also believes that 5241 Lyman does not REQUIRE???? public access to Randall Street through the alley. The access was from the alley was for the 812 Randall Street property.

Mr. Popovich reviewed the two requirements of the Village's vacation policy as it satisfies the petitioner: 1) must have written consent by a minimum of two property owners abutting an alley; and 2) whether public interests are served by the alley. With regard to the first requirement, two abutting property owners have consented to the vacation request. To the second requirement, staff believes a utility easement over the entire alley would maintain the public interest that would be served by the utilities currently located within the alley. Regarding the request from the Park District, staff believes the existing sidewalk system already served that public interest and a mid-block connection would be redundant. Assessed values of the land and compensation requirements were referenced in staff's report.

Overall, staff recommended that the Plan Commission make a positive recommendation to the Village Council approving a right-of-way vacation for the petitioners, subject to the conditions listed in its staff report.

Asked why Mr. Olp was not requesting the portion of alleyway that adjoins his property, Mr. Popovich explained that at the last meeting Mr. Olp was requesting permanent access through the vacated alleyway and the 820 and 812 Randall property owners did not wish to grant him permanent access. However, it was staff's understanding they were willing to allow Mr. Olp access during the time that he owns the property but did not want the access to stay in perpetuity. Since all three property owners could not come to an agreement, the two property owners decided to request a vacation for their own properties. A question was raised as to the reason for a minimum of two property owners to vacate. Staff noted the requirement does not require preclude more than two property owners from requesting a vacation.

Mr. Al McCloud, with McCloud Associates, architect and representing Mr. Ed Stukas and Ms. Zivile Chirban, summarized that the 16-foot wide alleyway is currently being maintained as green space. The inclement weather event referenced by Mr. Olp would require the new owners of the property to plow their grass in order for him to get access to the rear of his property, which he has not done since 1985.

Chairman Jirik opened up the matter to public comment.

Mr. Robert Olp, 5241 Lyman Avenue, Downers Grove, spoke about his use of the driveway during past inclement weather conditions. He specifically asked how could he be deprived of the use of property and the rights to that property that he purchased and used and then find out he is denied that part of the property that was available under the terms of an agreement when he purchased his home 50 years ago. He noted he occasionally needed to use the alley and did as did his other neighbors. He lamented how he explored vacating the alley many years ago before the Park District purchased the Historical Museum site. Mr. Olp provided the Chairman with pictures of his sidewalk, which was constructed approximately 100 years ago, leading from his home's back porch stairs to the alley. He indicated the sidewalk was proof that he had a right to access the alley. He asked if there could be a review of the decision because he stated he lost the use of the alley with no notice to him and asked to see documentation regarding that decision. He wanted to pursue an administrative review of how his use of the alley was eliminated. He reviewed materials through the FOIA process but has yet to find documentation regarding how the decision was made to eliminate his use of the alley. This is important to him because of his hip replacement.

Chairman Jirik reminded Mr. Olp that the alley was currently the property of the Village and no decision has been made about its ownership. He indicated the request was to take public land and put it in private ownership, making it subject to taxes. He asked Mr. Olp to show on the overhead how he travelled to his property from the alley. Mr. Olp noted the driveway to the garage has access from Lyman Avenue and does not circle around the garage. Mr. Olp indicated that he used the alley right-of-way for parking in 1967, 1968, 1978 and 1979. Some years ago, the Village changed the parking availability on Lyman Avenue so that only the west side of Lyman Avenue was available for on-street parking, which made parking difficult for him and his guests. He stated he let family use the alley in question when visiting and due to health reasons today, he preferred to have access to the alley because the driveway north of his house tends to be icy during the winter.

APPROVED 1/24/11

Chairman Jirik pointed out that Mr. Olp had not accessed his property with his car from the alley, but instead, had accessed a public alley which he had illegally parked in. He noted the bushes that existed currently. Staff confirmed same. Chairman Jirik noted Mr. Olp's vehicle has not accessed his property from the alley, he merely parked in the alley. He noted the bushes would not allow Mr. Olp to access his property.

Chairman Jirik asked for additional public comments. There being no further public comment, the Chairman closed public participation.

Petitioner had no closing statements.

Mr. Beggs stated the issue is pretty clear given the evidence. He went on to say he agrees with staff's opinion that use of the alley as a private drive was not a public use.

WITH RESPECT OF FILE PC-03-11, MR. BEGGS MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL APPROVING A RIGHT-OF-WAY VACATION FOR THE PETITIONERS, SUBJECT TO THE FOUR (4) CONDITIONS LISTED BELOW:

- 1. THE VACATION SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT DATED JANUARY 3, 2011.**
- 2. PRIOR TO FINAL VILLAGE COUNCIL CONSIDERATION, A MYLAR COPY OF THE FINAL PLAT OF VACATION INDICATING A SIXTEEN-FOOT PUBLIC DRAINAGE, UTILITY AND UTILITY ACCESS EASEMENT ALONG THE ENTIRE LENGTH AND WIDTH OF THE ALLEY TO BE VACATED.**
- 3. PRIOR TO EXECUTION OF THE PLAT, THE PETITIONER AT 812 RANDALL STREET SHALL PAY THE VILLAGE A TOTAL OF \$3,829.79 AND THE PETITIONER AT 820 RANDALL STREET SHALL PAY THE VILLAGE A TOTAL OF \$1,309.76.**
- 4. THE BUILDING PERMIT FOR THE PROPOSED NEW HOUSE AT 812 RANDALL STREET MAY NOT BE ISSUED UNTIL THE PLAT OF VACATION HAS BEEN RECORDED AND THREE COPIES OF THE RECORDED PLAT HAVE BEEN SUBMITTED TO THE VILLAGE.**

SECONDED BY MRS. HAMERNIK. ROLL CALL:

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

NAY: NONE

MOTIOIN CARRIED. VOTE: 8-0

File PC-05-11 A petition seeking a special use to expand an existing hotel in the Downtown Business (DB) District. The property is located at the northeast corner of Warren Avenue and Highland Avenue and is commonly known as 936 Warren Avenue, Downers Grove, Illinois (PIN's 09-08-124-001); Tivoli Enterprises, Petitioner and Owner

APPROVED 1/24/11

Chairman Jirik swore in those individuals who would be speaking on File PC-05-11.

Mr. O'Brien, reported that the proposal is an expansion for the Tivoli Hotel located at the northeast corner of Highland and Warren Avenues. A background followed on some of the improvements made to the building, including a permitted build-out of the hotel in 2000. In 2005, Mr. O'Brien reported the entire downtown was re-zoned from B-2 to the DB Downtown Business District. The new zoning district changed the classification for hotel uses. The B-2 zoning classified hotels as permitted uses. The DB district classifies hotels as special uses. Therefore any expansion would require review and approval of the Village Council and the Plan Commission. A noted in late November 2010, the owner made a request to expand the number of rooms per the original proposal. However, upon review of that proposal staff found that the original renovation permits had expired. After consulting with the Village Attorney, staff determined a special use permit would be required before the number of hotel rooms could be expanded.

Mr. O'Brien indicated he wanted to provide this background for the Plan Commission and members of the public prior to getting into the specifics of the request. He noted the request would be limited to interior renovations. These renovations would remodel three existing apartments into hotel rooms. This area would be reconfigured into 14 hotel rooms and a storage closet. The change would produce a net gain of 12 rooms and bring the total number of rooms to 54.

Mr. O'Brien explained that within the DB Downtown Business District, there was no requirement to provide parking spaces; however, as a special use the Village had ability to make sure the use would not over-burden the existing parking system. He noted the property had 58 parking spaces on-site, which accommodated the proposed hotel rooms. He went on to state there were no life safety issues existed. It was staff's opinion that the project complied with the special use standards in the village's zoning ordinance. Mr. O'Brien stated the proposed use would not detrimentally affect the health, safety and welfare of the residents nor decrease property values. As such, staff recommended the Plan Commission forward a positive recommendation with the conditions listed in its staff report.

Petitioner, Willis Johnson, 603 Rogers Street, Downers Grove, summarized that he is the property manager and purchased the property in 1976. He summarized the renovations that took place over the years. Mr. Johnson noted that the business is there for a hotel and there is usually a waiting list for rooms. He would like to expand the interior. He appreciated staff's summarization.

No questions followed by the commissioners.

Chairman Jirik opened up the meeting to public comment. No comments were received. As such, the Chairman closed public comment.

Mr. Johnson had no closing statement.

Mr. Cozzo noted in his opinion that all standards for approval have been met.

WITH RESPECT TO FILE PC-05-11, MR. MATEJCZYK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL TO GRANT A SPECIAL USE FOR EXPANSION OF AN EXISTING

APPROVED 1/24/11

HOTEL IN THE DOWNTOWN BUSINESS (DB) DISTRICT, SUBJECT TO THE FOLLOWING CONDITIONS:

- 1. THE SPECIAL USE SHALL SUBSTANTIALLY CONFORM TO THE PLAT OF SURVEY PREPARED BY JOSEPH M. DECRAENE AND DATED NOVEMBER 3, 2009; THE SITE PLAN PREPARED BY K. PETERSON ASSOCIATES AND DATED DECEMBER 13, 2010 AND THE ARCHITECTURAL PLANS PREPARED BY K. PETERSON ASSOCIATES AND DATED NOVEMBER 21, 2000 ATTACHED TO THIS REPORT EXCEPT AS SUCH PLAN MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**
- 2. A NEW PERMIT FOR THE PROPOSED WORK SHALL BE OBTAINED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. CONSTRUCTION PLANS SHALL BE PREPARED TO CONFORM TO THE VILLAGE'S CURRENT BUILDING, FIRE AND LIFE SAFETY CODES.**

SECONDED BY MR. WEBSTER. ROLL CALL:

AYE: MR. MATEJCZYK, MR. WEBSTER, MR. BEGGS, MR. COZZO, MRS. HAMERNIK, MR. QUIRK, MRS. RABATAH, CHAIRMAN JIRIK
NAY: NONE

MOTION CARRIED. VOTE: 8-0

A general dialog followed regarding upcoming meetings. Mr. O'Brien stated he will try to get a list of page numbers from the Comprehensive Plan and forward them to the commissioners for review. Should commissioners have questions, he informed them that they may contact him or Tom Dabreiner. A schedule of review will also provided. Chairman Jirik emphasized to all in attendance that the focus of these meetings will be on specific blocks of pages to keep the meeting orderly. Mr. O'Brien and the Chairman shared how they envisioned the meeting to progress. Mr. O'Brien added that it was important that the words in the plan were conveying the concepts that the Plan Commission, the Comprehensive Plan Committee, and the community at large, had provided staff to put forward.

It was also noted that staff should briefly explain to the public at each meeting the purpose of a comprehensive plan and provide a brief history of the plan in order to set the tone of the meeting.

THE MEETING WAS ADJOURNED AT 8:54 P.M. ON MOTION BY MRS. RABATAH, SECONDED BY MRS. HAMERNIK. MOTION CARRIED UNANIMOUSLY.

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