



**CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, JANUARY 6, 2016
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS**

The meeting was called to order by Chairman Hayden at 7:30 p.m. On roll call, members Batastini, Goss, Greenman, Skluzacek, and Hayden were present. Members Esposito and Jouron were absent.

Michelle Rentzsch, Director of Community Development, Kathryn Cowlin and Elizabeth Maxwell, both Planners, were present from Staff.

Mr. Hayden asked those in attendance to rise to say the Pledge of Allegiance. He led those in attendance in the Pledge.

Mr. Hayden stated that this meeting was being televised now as well as recorded for future playback on the City's cable station.

APPROVE MINUTES OF THE DECEMBER 2, 2015 PLANNING AND ZONING COMMISSION MEETING

Mr. Batastini moved to approve the minutes from the December 2, 2015 Planning and Zoning Commission meeting as presented. Mr. Skluzacek seconded the motion. On roll call, all members present voted aye. Motion passed.

2015-43 OAK HOLLOW – S. Kent St, N RR tracks, W. Thomas – PUBLIC HEARING

The petitioner is requesting a continuation to the February 3, 2016 PZC meeting.

Mr. Goss moved to continue 2015-43 Oak Hollow to the February 3, 2016 PZC meeting. Mr. Batastini seconded the motion. On roll call, all members voted aye. Motion passed.

2015-59 WALNUT GLEN – 1200-1276 Walnut Glen Dr. – PUBLIC HEARING

The petitioner is requesting a continuation to the February 3, 2016 PZC meeting.

Mr. Goss moved to continue 2015-59 Walnut Glen to the February 3, 2016 PZC meeting. Mr. Batastini seconded the motion. On roll call, all members voted aye. Motion passed.

2012-81 HEARTLAND CABINET SUPPLY (GARY REECE) – 5002 Rickert Rd – PUBLIC HEARING

Rezoning upon annexation to M-Manufacturing and a Special Use Permit for outdoor storage of materials and equipment for the existing cabinet supply business.

Mr. Hayden stated that the sign had been posted. He said the surrounding property owners were notified and the Certificate of Publication was in the file. Mr. Hayden waived the reading of the legal notice without objection.

Joe Gottemoller, attorney, and Gary Reece, owner, were present to represent the petition. Mr. Gottemoller said the parcel is 1.2 acres and is surrounded by property that is within the City limits. Those parcels are zoned “M” Manufacturing, which is the zoning they are requesting. The property currently is used for a cabinet supply company and their outside storage. Mr. Gottemoller said they are working on replacing the sign. He said the points in the staff report were well made and they have no concerns with the conditions listed in the report.

There was no one in the public who wished to comment on this petition. The public portion was closed at this time.

Mr. Goss said this request meets the Findings of Fact. He said that when property that has been built in the county comes into the City, it is approved as is and it continues to do business as is. Mr. Goss asked if the sign will be cleaned up. Mr. Reece said they have been talking with Hughes Signs about cleaning up and updating the sign. It is in the works.

Mr. Skluzacek said he is fine with the request. Mr. Greenman welcomed the petitioner to Crystal Lake. Mr. Batastini had no questions.

Mr. Hayden also welcomed the petitioner to the City and they are glad to have them here. He added that they appreciate the petitioner’s willingness to annex into the City, which was spearheaded by staff.

Mr. Batastini moved to approve the rezoning upon annexation to “M” Manufacturing, and Special Use Permit for outdoor storage of material and equipment for Heartland Cabinet Supply at 5002 Rickert Road with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Gottemoller, received 12/09/15, dated 12/08/15)
 - B. Petition to Annex (Gottemoller, received 12/09/15, dated 12/08/15)
 - C. Petition to Zone (Gottemoller, received 12/09/15, dated 12/08/15)
 - D. Plat of Survey (received 12/09/15)
 - E. Proposed sign (received 12/09/15)
2. The outdoor storage shall be limited to the existing area.
3. The petitioner shall comply with the requirements of the Community Development Department, Public Works, Police and Fire Rescue Departments.

Mr. Goss seconded the motion. On roll call, all members voted aye. Motion passed.

2015-64 CRYSTAL PINES – 335 N. Illinois St. – PUBLIC HEARING
Special Use Permit Amendment and variations to allow for an additional parking area.

Mr. Hayden stated that the sign had been posted. He said the surrounding property owners were notified and the Certificate of Publication was in the file. Mr. Hayden waived the reading of the legal notice without objection.

Kelly Cahill, attorney, Ed Seifert, engineer, and George Holler, representing the owners, were present to represent the petition. Ms. Cahill said they are requesting a Special Use Permit Amendment and variations to expand their existing parking lot. She said Crystal Pines has expanded their services and is now holding nurse training in their facility. The additional 21 parking spaces would eliminate the street parking by staff and the students.

Mr. Seifert showed the site plan and explained where the additional parking would be built. They want their staff and students to park on their property and not on the streets. The existing parking is easily expanded to the northwest, which will be far from the neighbors. He said the other six spaces would be at the entrance, which would allow them to save the larger trees. Mr. Seifert said the setback for the parking lot expansion will match the existing setback of the parking lot, which is 5 feet. He said there will be an extension of the sidewalk to the rear entrance from this lot. There will also be additional landscape added to the area. Mr. Seifert showed the landscape plan which includes bushes and plantings. There also will be trees added to the area by the entrance where the other spaces will be located. Ms. Cahill said the addition to the parking lot is far away from the neighbors.

Mr. Hayden asked if the petitioner had any concerns with the conditions listed in the staff report. Ms. Cahill said they do not have any concerns with the conditions. This request benefits everyone in the area to eliminate the street parking problem. She reviewed the Findings of Fact and believes they meet the criteria for the Special Use Permit Amendment.

Elizabeth Ghita, 330 Lorraine, said the neighbors have had nothing but problems with this company. The garbage is not picked up and blows around in the neighboring yards. She picks up surgical gloves from her back yard constantly and because of that and the employees smoking near her property she will not allow her child to play in the back yard. Ms. Ghita said the owners need to be aware that this is not working for the neighbors.

There was no one else in the public who wished to comment on this petition. The public portion was closed at this time.

Mr. Holler said he will talk with Ms. Ghita after the meeting and will look into the problem. This is the first he has heard about this.

Mr. Goss said he is concerned with cars backing out of the new parking spaces and into the main drive aisle. He asked if the students stay all day. Mr. Holler said they are not there for 8 hours. Mr. Seifert has been there many times to observe the traffic flow. There is not a lot of traffic that goes through the entrance. Usually cars exit the site by ones or twos. Mr. Goss said the Findings of Fact have been met for the

variations.

Mr. Skluzacek said he lives in the neighborhood and sometimes it is hard to get through because of the parking on both sides of the street. He asked if any additional parking could be added to the site or will these proposed spaces take care of the problem. Mr. Seifert said they will look into more spaces if there is a need for them in the future. Mr. Holler said there are 10 to 15 cars parking on the street currently. Mr. Skluzacek said the parking is on both sides of the street and it is hard for the school buses to get through. Mr. Holler said they do not plan to increase the number of classes or class size.

Mr. Greenman asked Ms. Ghita if she sees about 15 cars parking on the street. Ms. Ghita said her property backs up to the nursing home and she does not live on a street that directly connects to the parking lots. Mr. Greenman said it is great that the petitioner is trying to eliminate the parking issue. He asked if the additional spaces could be moved to the back area. Mr. Seifert said yes but it would eliminate some very large trees. It would be better to use the front area and not to remove trees and pave it.

Mr. Batastini asked where the garbage dumpster is. Ms. Cahill showed the area on an aerial photo. Mr. Batastini said the garbage needs to be contained. The current situation is not acceptable. He added that the smoking employees could be moved. He thanks Mr. Holler for being willing to work with the neighbors. Mr. Batastini noted that this site has received variations in past and is almost maxed out. He is concerned with headlights shining into the neighbor's home from the parking spaces along the entrance. Mr. Seifert said there is landscaping to block the light but if they become a problem, those spaces can be designated as pull in only. Mr. Batastini said he likes the layout.

Mr. Hayden asked where the variation to allow maneuvering from the public street. Ms. Maxwell said it is the six spaces at the main drive aisle. The drive aisle is shown as right-of-way on the County's GIS map, which is why a variation is requested. Ms. Cahill said there will be more investigation since their records show they own the property.

Mr. Hayden asked about the variation for the lighting levels. Mr. Seifert said they have not looked the lighting for the site. They may need to add more lighting. It was recommended by staff to add this variation to the request. Ms. Maxwell said no lighting information was provided and now the City has minimum and maximum lighting levels. They will work with the petitioner so the levels are safe and the site is not over lit for the neighbors. This way the petitioner would not need to come back for a variation if it is needed. Mr. Hayden said they want the neighbors to be considered regarding the lighting.

Mr. Hayden asked if this were a new project how many parking spaces would be required. Ms. Maxwell said it is based on the number of beds. They may meet the requirement for parking for the number of beds, but with students added, she is not sure. Mr. Holler said he was not sure how many beds they have in this facility. Mr. Hayden said that would give him a feel for the number of spaces they need. Ms. Cahill said that based on their unofficial survey, there are 12-15 cars parking on street. Mr. Greenman suggested that when the petitioner goes before the City Council, they have that information. Mr. Batastini had spoken with staff earlier today. He lives near Sunrise Assisted Living and they also park in the streets. He suggested that we

review the ordinance.

Mr. Batastini moved to approve Special Use Permit Amendment to allow the addition of a parking area and Variations from: A. Article 4-200 C.4 to permit a parking area, which requires maneuvering from the public street; B. Article 4-400 F.2.c from the requirement to provide a minimum 8-foot landscape area adjacent to a parking area; and C. Article 4-800 to allow variations in the required minimum and maximum lighting levels in the parking area for Crystal Pines Rehabilitation and Health Care Center at 335 N. Illinois Street with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Crystal Pines, received 12/09/15)
 - B. Plat of Survey (Mionske, dated 07/02/2000, received 12/09/15)
 - C. Site Plan (Intech Consultants, Inc, dated 10/28/15, received 12/09/15)
 - D. Landscape Plan (Design Perspectives, dated 11/02/15, received 12/09/15)
2. The petitioner shall work with staff to provide sufficient lighting to the parking area so the area is safe, but lighting levels shall not shine into adjacent properties and meet the maximum light levels at the property lines.
3. Provide a Plat of Easement for the new MUE easement for the relocated watermain and fire hydrant, which includes language for the municipal maintenance agreement.
4. Provide wheel stops for the west side parking spaces.
5. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Mr. Skluzacek seconded the motion. On roll call, all members voted aye. Motion passed.

2015-65 McHENRY COUNTY COLLEGE – 8900 Route 14 – PUBLIC HEARING
Final PUD Amendment to adopt a Master Sign Plan for McHenry County College.

Mr. Hayden stated that the sign had been posted. He said the surrounding property owners were notified and the Certificate of Publication was in the file. Mr. Hayden waived the reading of the legal notice without objection.

Christina Haggerty and Mike Clesceri, with McHenry County College, and Phil Stuepfert with HR Green, were present to represent the petition. Ms. Haggerty thanked the members for reviewing the package for signage. She gave the back ground of MCC and said that signage is very critical. They service about 11,000 credit students and about 30,000 non-credit individuals at this site. They also host a number of community - based programs. She said it is critical that MCC is visible and easy for people coming to the site to know

where they are going. Education is the best investment we can make in your community. Ms. Haggerty said signage is important even though they are not in competition with other businesses and their location is somewhat isolated. The signs are the last in a series of upgrades and changes that have been made to the campus. Signage is the first impression and welcoming to the people coming to the site as well as the primary way to get information out to the community. She said the Crystal Lake campus is 169 acres with an additional 57 acres adjacent to the site and not built on. Due to the size of the campus, there is a need for signs to help navigate the site. Ms. Haggerty said the significant expansion of Route 14 results in the need for changes. Due to the accelerated speed of the vehicles passing by MCC there is a bigger need for the signs to be helpful. That includes an EMC sign to communicate their programming. The size of sign and text on the sign is based on an industry standard, which is based on the size of the campus. She added that when the work on Route 14 is completed, MCC will have only 2 entrances instead of the 3 they had in the past. The signs on Route 14 need to be large enough to read especially with speed of the vehicles.

Mr. Stuepfert said when looking at a map of the site, there needs to be 3 entrance signs and the City's UDO allows one monument sign per parcel. The driving public will be seeing the signs from almost half of a football field away. Also, there are a number of parking lots on the site and it is very confusing. Mr. Stuepfert showed the main monument sign with EMC display board. The monument sign is almost 10 feet tall. They wanted a nice base to compliment the buildings. The other entrance signs meet the allowable size stated in the UDO. He showed the traffic and pedestrian directional signs, the parking entrance identification signs and the building identification signs. He showed a simulation of the Route 14 roadway and sign locations. Ms. Haggerty said the Findings of Fact have been met and they agree with the conditions in the staff report except #2 regarding the change of copy being limited to not less than 5 minutes. She said their goal is to serve the community in the best way possible and they want to be effective and aesthetically pleasing. The signs would be phased in with the monument and entrance signs at phase 1.

There was no one in the public who wished to comment on this petition. The public portion was closed at this time.

Mr. Batastini asked why the petitioner wanted to reduce the copy change time to under 5 minutes. Ms. Haggerty said the 5 minute rotation is a very long period of time. They would propose that the copy change be allowed every 3 minutes. That allows for more information to be shared. Mr. Batastini understands the rationale, but he doesn't want people to get distracted and prefers the 5 minute time frame. He has no issues with the amount of signage requested. This is more like a hospital-size site and it is not obvious as to where to go. Mr. Batastini supports the main monument sign and size.

Mr. Greenman is in general agreement with Mr. Batastini. This property is unique and falls outside of what the UDO is meant to address. He is not sure if anything should be done with the ordinance or leave it alone with the process that is in place that handles this type of request. He understands the reasons for wanting the copy change to be 3 minutes, but prefers 5 minutes.

Mr. Skluzacek agrees with the comments that have been made including the time for the copy change on the sign. He believes there needs to be an addition directional sign when entering the parking area from off of

Ridgefield Road. Ms. Haggerty said there is a sign there now and it will be updated with the other signs. Mr. Skluzacek was surprised it is not shown on the plan with the other signs.

Mr. Greenman asked if the material shown on the monument sign design is the base that will be built. Mr. Stuepfert said it depends on the cost of the sign and base. Ms. Haggerty said this is a final rendering of the monument sign that received approval from their Board. The base does compliment the building. Mr. Stuepfert said if the college moves forward, and brick is too expensive, the brass base would be used. Mr. Greenman suggested thinking about an additional condition regarding the base. Mr. Batastini said the metal base for this sign is not as attractive and will stick out on a larger sign. Mr. Greenman said they have been very consistent with what we want with the bases of monument signs.

Mr. Goss agreed with the other Commissioners' comments regarding the timing for the EMC sign as well as the base. He asked if the traffic signal on Route 14 will be at the northernmost entrance and vacate the southern entrance signal. Mr. Clesceri said the full access on the south entrance will be vacated. Lucas Road will be only full access to MCC. The middle entrance will be completely eliminated. Mr. Goss asked if the monument sign will be off the ground enough so it can be seen over parked cars. Mr. Stuepfert said yes. Mr. Goss said a person coming for a seminar or new students need the signs. He agrees with what is proposed.

Mr. Hayden said he could agree with the 3 minutes for copy change on the EMC sign. He likes the overall concept and the sign designs. He does have a concern that what they are looking at and voting on is what will be built. He asked if there are other signs on the property that are remaining, but not shown on the site plan. Ms. Haggerty said there are three signs that are not shown on the plan that currently exist that will remain. Mr. Goss suggested they explain to City Council that those three signs are not shown. Mr. Hayden said the way this plan was presented was that these were the only signs. The plan should show all signs noting the existing signs that will remain. He said there is no guarantee that the brick base will be built. Ms. Haggerty said the design presented is the design that was approved by their Board.

Mr. Batastini asked if the other signs will have a masonry base. Ms. Haggerty said the monument sign is the only one with the brick base. The others have metal bases. Mr. Stuepfert added that Sign #2 will be setback 10 feet not 7 feet as shown on the plan.

Mr. Goss suggested that the petitioner explain to Council that the existing signalized entrance will be changed to a right in – right out entrance/exit.

Mr. Batastini moved to approve the Final PUD Amendment to adopt a Master Sign Plan for McHenry County College with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (MCC, received 12/14/15)
 - B. Narrative (HR Green, received 12/14/15)

C. Master Sign Plan (HR Green, received 12/14/15)

2. The EMC portion of the sign shall not appear to move, flash, scroll, or use other animation. The message must change instantly and at a maximum of every 5 minutes.
3. Work with staff to create landscape areas around the proposed free-standing monument signs.
4. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

5. Sign #1 shall be constructed with a masonry base as shown.

6. Show all other existing signs on the plan and the three (3) existing directional signs, that are to remain, are included in this approval.

Mr. Greenman seconded the motion. On roll call, all members voted aye. Motion passed.

Mr. Hayden thanked MCC for their part of making Crystal Lake one of the top 10 small Cities in America.

REPORT FROM PLANNING

- Garfield Beverage – 320 Virginia – Special Use Permit
- Container International – 176 W. Terra Cotta Ave. – Variations
- Retro Bistro – 83 N Williams St. – Grant
- Mattress Outlet – 6107 Northwest Hwy – Sign Variation

Ms. Maxwell reviewed the items on the agenda for the January 20, 2016 PZC meeting.

COMMENTS FROM THE COMMISSION

Mr. Greenman asked about the exterior of the Garfield Beverage building. Ms. Cowlin said the petitioners agreed to paint the EIFS and added a cornice element and Council agreed with the rendering that they presented.

The meeting was adjourned at 8:55 p.m.