



**CRYSTAL LAKE PLANNING AND ZONING COMMISSION  
WEDNESDAY, MARCH 21, 2012  
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 Esposito, Gavle, Goss, Lembke, Skluzacek, and Hayden were present. Members Batastini, Greenman, and Jouron were absent.

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

Michelle Rentzsch, Director of Planning and Economic Development, Latika Bhide and Elizabeth Maxwell, both Planners, and Rick Paulson, Building Commissioner, were present from Staff.

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

**APPROVE MINUTES OF THE MARCH 7, 2012 PLANNING AND ZONING COMMISSION MEETING**

Mr. Esposito moved to approve the minutes from the March 7, 2012 Planning and Zoning Commission meeting as amended. Mr. Skluzacek seconded the motion. On roll call, members Esposito, Goss, Lembke, Skluzacek, and Hayden voted aye. Mr. Gavle abstained. Motion passed.

Mr. Goss moved to amend the order of the Agenda to move the discussion for 2012-18 Crystal Lake Library until after the discussion for 2012-19 PEDCOR Development. Mr. Skluzacek seconded the motion. On roll call, all members voted aye. Motion passed.

**2012-10 CRYSTAL LAKE PLAZA – Keith & Virginia – PUBLIC HEARING**

Final PUD Amendment to change timing of EMC signage.

The petitioner is requesting a continuation to the April 4, 2012 PZC meeting.

Mr. Esposito moved to continue 2012-10 Crystal Lake Plaza to the April 4, 2012 PZC meeting. Mr. Goss seconded the motion. On roll call, all members voted aye. Motion passed.

**2012-15 UDO TEXT AMENDMENT – 457 W. Virginia – PUBLIC HEARING**

Article 2, Land Use of the UDO, to allow a pawn shop.

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

Peter Kozysa was present to represent his petition. Mr. Kozysa said he is requesting to open a pawn shop in Crystal Lake. A pawn shop is a buying, selling and trading store and a small portion of the business is loans. He said resale shops are allowed but pawn shops are not and explained how a pawn shop works. Mr. Kozysa said usually they are small loans that are repaid within a maximum of 90 days. He believes this is a good business for this area since there are none really close to Crystal Lake.

Mr. Kozysa said pawn shops have a bad reputation of people bringing in stolen items to get money for them. They do work with the Police Department and are highly regulated by the State. He said daily reports are sent to the State as to what items were taken in and how much money went out. Mr. Kozysa said this business will bring a lot of opportunities to Crystal Lake. Their prices are competitive and it is a good buy store. He said this is a good fit for the neighborhood. Communities like Naperville, St. Charles, and Buffalo Grove allow pawn shops.

Mr. Kozysa said they needed to sign a lease and have all of their insurance and paperwork into the State for processing prior to coming before the City for their approval.

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

Mr. Goss asked if he would bring in a computer, how the petitioner would know it is his. Mr. Kozysa said they ask questions and require identification. They also have cameras running at all times. Also they can't sell any item for 30 days. Mr. Goss asked how they will prevent people coming in with firearms. Mr. Kozysa said they need to be buzzed in. Mr. Goss asked if they do loans on fire arms. Mr. Kozysa said no and they would need a special permit to do that. Mr. Goss said he is concerned with this location being next to residential zoning.

Ms. Skluzacek asked where the petitioner will get the other items they will be selling other than from what people bring in. Mr. Kozysa said they get about 20% from estate sales. Mr. Skluzacek asked if minors will be allowed in the store. Mr. Kozysa said they don't do any transactions with anyone under 18 years old.

Mr. Esposito asked about the hours of operation. Mr. Kozysa said they employ 4 to 5 people and will be open Monday through Saturday. The hours of operation are still being discussed. They mostly sell jewelry, antiques, musical instruments, and electric tools. Mr. Esposito said the parking lot is small for that strip center. He asked how many people will be allowed in the store at one time. Mr. Kozysa said two employees are required at all times and there will be 4 or 5 customers.

Mr. Gavle asked about the petitioner's background. Mr. Kozysa said he has operated a business for 8 years and worked at a casino prior to that. Owning a pawn shop has been a dream of his. Mr. Gavle asked if there were any other pawn shops in the immediate area. Mr. Kozysa said the nearest stores are in Woodstock, McHenry, and Dundee. There are many people from this area going to the shop in Dundee.

Mr. Hayden said most retail stores have limited items they sell. This store will sell almost anything. Mr. Kozysa said they will concentrate on the high end electronics, musical instruments, and electric tools. He said 50% of the business will be jewelry because it holds its value. Mr. Hayden asked how does the City or can the City control what is being sold in this store. Ms. Bhide said the property is zoned "B-2" General Commercial which allows for a range of retail uses. Fire arms do require permits. This petition would not be before the City if it were a resale shop. The City does not regulate what items would be sold as long as it is permitted in the district.

Mr. Hayden said he works in Waukegan and there are several pawn shops there. There were several items in those stores that can't be used again because of specific numbers that can be read by a company such as a receiver for UVerse. Mr. Kozysa said there is a lot of stuff they will shy away from and there is always a lot of checking into items. They will need to know how to buy and sell items. This is very challenging but they will learn as they go. Mr. Hayden said that is a concern of his. He asked what the return policy for items is. Mr. Kozysa said they can be returned within 30 days for the money to be returned. Mr. Hayden said that is not long enough. Sometime people won't find out until long after 30 days that there is a fee from the business such as Uverse for using that electronic item.

Mr. Hayden said this request was reviewed by the Police Department. Ms. Bhide said yes and they didn't have any comments. Mr. Hayden said this property is within the Virginia Street Corridor. Ms. Bhide said yes and the Comprehensive Plan shows this area as retail.

Mr. Goss moved to approve the UDO Amendment for Article 2, Land Use of the UDO, to allow a pawn shop at 457 W. Virginia Street with the following conditions:

1. A Unified Development Text Amendment to allow a pawn shop at 457 W. Virginia Street is hereby granted.

Mr. Skluzacek seconded the motion. On roll call, members Gavle, Goss, Lembke, and Skluzacek voted aye. Members Esposito and Hayden voted no. Motion passed.

**2012-16 TOMASELLO - 290 E. Crystal Lake Ave. – PUBLIC HEARING**

Special Use Permit Amendment to allow a detached accessory structure greater than 600 square feet to allow the garage to be approximately 960 square feet on each story; Variation from Article 3, Density and Dimensional Standards, to allow a second story within an accessory structure.

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

James Tomasello was present to represent his petition. Mr. Tomasello said he was before the City last year for the garage and now he is requesting to put stairs in so he can get to the second level. He said

safety is a concern since his small children like to follow him around. Mr. Tomasello said this would not affect anyone since the stairs would be internal.

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 he is struggling with this. There is no hardship. He said when the petitioner was before the City last year he said he would not do this. Mr. Tomasello said he didn't realize how dangerous it could be. Mr. Goss asked about the heated garage. Mr. Tomasello said he wants to be able to work in the garage all winter. Mr. Goss said there are large space heaters for garages.

Mr. Skluzacek said they understood when the petitioner was before the Commission last year that there would not be a second story and he saw it when the garage was being built. The only reason he approved the original request was because there was not going to be a second floor.

Mr. Esposito recalled that the petitioner said under oath that there would not be any heat or electric for the garage. Mr. Tomasello said he doesn't see a problem with asking for this now. Mr. Esposito said if he had known he would not have voted in favor of the original request. He took the petitioner at his word.

Mr. Hayden said reading the report about this request reminding him of other promises that were made by the state regarding the toll way when being built, the tolls were to go away after a few years, and the casinos that were originally approved were only going to have a few. Mr. Hayden said he doesn't like that kind of salesmanship and can't support this.

Mr. Esposito moved to deny 2012-16 Tomasello at 290 E. Crystal Lake Ave. Mr. Goss seconded the motion. On roll call, all members voted aye. Motion to deny passed.

**2012-19 PEDCOR HOUSING DEVELOPMENT – Congress Pkwy next to Post Office – PUBLIC MEETING**

Conceptual PUD for multi-family apartment development

Tom Burney, attorney, Mike Smith and Tom Crowe with PEDCOR Investments, and Kevin Serafin, P.E. with Cemcon, LTD, were present to represent the petition. Mr. Burney said this is a concept review and they will be back for Preliminary at the next meeting. He handed out additional information to the Commissioners.

Mr. Smith showed a Power Point presentation. He said the company is based in Carmel, Indiana which is a suburb north of Indianapolis. Their office complex is mixed use including retail, restaurant, offices, and soon to add a hotel. Mr. Smith said that PEDCOR is the 7<sup>th</sup> largest residential developer in the country. They have over 14,500 apartments units they manage and they control all aspects of the development. Mr. Smith explained the various "arms" of the company including property management,

construction and locating the property. Recently the LSSI development, which is on the adjacent lot, was discussed and approved by the City. The site they are looking at is to the east of that site. Mr. Smith said this site is very close to amenities, transportation, and shopping. They are proposing 70 apartment units with 1-, 2-, and 3-bedrooms. Each unit will have an attached garage and they will meet the parking requirements for the City. Mr. Smith stated that the 1-bedrooms range from 700+ to 800+ square feet; the 2-bedrooms range from 900+ to 1100+ square feet; and the 3-bedrooms range from 1200+ to 1300+ square feet. These units are very livable spaces.

Mr. Smith showed the site/landscape plan. They are also proposing a bike trail along Congress Parkway. They will provide a pool, club house, community room, patio/grill area. There will also be a sidewalk about the site which can be used as a walking track.

Mr. Serafin said they have used the “big house” concept to make them look like a large single family home. He said they want this development to be something they all can be proud of.

Mr. Hayden asked if there was anyone who wished to speak on this petition even though this is a conceptual plan. There was no one in the public who wished to speak on this request.

Mr. Gavle said the LSSI site is a multi-unit building instead of multiple buildings. The original plan for this area didn't look at housing developments as a possible use. Mr. Burney said LSSI was the third residential development approved for this area. Mr. Gavle said the others have gone away. Mr. Burney said the petitioner took those approvals into account when looking at the property. He said this is an in-fill property and from a land use standpoint it's a good fit. Mr. Gavle disagreed. He added that the scale of this plan is incorrect. The garage doors scale out to 12 feet and his garage door is 16 feet so the buildings are not shown correctly. Mr. Serafin said he will check on the scale of the drawings. This is a work in progress and will confirm this.

Mr. Gavle said he is concerned with the mass of the buildings and the density of the parcel. Mr. Smith said they will have a cross access easement with LSSI. Mr. Gavle said the density is too high. Mr. Smith said the density is under 10 units per acre.

Mr. Esposito said he has a problem with the land use. They approved a senior housing development but he was on the fence with that. He said there is no way he would vote for this development.

Mr. Burney said they have talked with the Chamber, EDC, and small businesses and they are all in favor of this development. He suggested that the Commissioners go look at their recent development in Waukegan. They don't cut any corners. Mr. Burney said when they look at the City's own Comprehensive Land Use Plan it states that there is a need for affordable housing like this and this site is an in-fill. He said the last apartment development that was approved was Skyridge which was some time ago. Mr. Esposito said there is a need for this type of housing but not in this location.

Mr. Skluzacek asked about the rent for the apartments. Mr. Smith said the 1-bedroom will be \$700, the 2-bedroom will be \$800, and the 3-bedroom will be \$950. These rents are lower than comparable market. Mr. Skluzacek said with some workers making \$10 to \$12 an hour it will take 2 weeks wages to make the rent. Mr. Smith said they do screen the tenants completely.

Mr. Burney said with LSSI the Commissioners were concerned with the heating of the units. Mr. Smith said these units will all be electric heat.

Mr. Goss said when they approved LSSI, the school, and the other senior housing development, these were for special needs. This is different. This property is not zoned residential and it takes a specific request to receive approval to vary from the business use. This development is too dense. Mr. Goss added that it's a long way from the front door to the extra parking spaces. He asked if the developer had been in contact with the owner of the shopping center to the south. Mr. Smith said no. Mr. Goss said both the school and senior housing developments wasn't received well by the owners. He asked if other properties were looked at. Mr. Smith said they talked with staff about various locations and this site and another site across Route 14 next to the Three Oaks Recreation Area were mentioned. They talked with the owner of the former grocery store and that did not go well. Mr. Smith said this site is close to amenities and they are looking to keep people on the property with the club house, community room, business center, etc.

Mr. Burney said they met with staff and Sam's Club has allowed a pedestrian walkway to their property with the other approved developments. He said this is a good development for this area and it is a good project.

Mr. Hayden said his first reaction was wow. He liked some of the things that are shown on the plan like the landscaping, walkways, etc. He agreed that Crystal Lake needs a housing development like this but not here. Recently he went on the computer to check on condos, etc. available and was shocked at the number of units that are available and that is not all of the units the banks are currently holding. Mr. Hayden said the PZC tries to plan for the future and there is a strong need for 1-bedroom apartments and ranch-style homes. The units that were approved for this property were unique and special needs. Mr. Hayden said he is concerned that the 2- and 3-bedroom units will attract families with kids and he is not sure this is the right place for them. There is a lot of traffic on Congress Parkway and there are no parks nearby. Mr. Burney said there is the play area at the Lutheran School across Main Street as well as the ball fields at Central High School. Mr. Hayden said the kids would have to cross Main Street, railroad tracks, the bike path and then walk a distance to get to those areas. Mr. Goss said there are no sidewalks in the area for the kids to travel on. Mr. Hayden said he will visit the one in Waukegan.

Mr. Burney thanked the library for allowing them to go first and thanked the Commissioners for their comments.

Mr. Hayden called for a short recess while the library is setting up their information. The meeting resumed.

**2012-18 CRYSTAL LAKE LIBRARY – 26 Paddock St. – PUBLIC MEETING**

Conceptual plan review

John Engebretson, President of the Library Board, Joseph Huberty, architect, and Katheryn Martens, Library Director, were present to represent the petition. Mr. Engebretson said they want to provide the best services for the community.

Ms. Martens showed a Power Point presentation. She said there are five strategic directions for the library to meet their mission as well as four Critical Resources including facilities which they will be focusing on with this presentation. She reviewed the time line of locations and additions that the library has gone through in the past 100 years. Their building is currently 40,000 square feet and recently there was a space needs study done. Several years ago, the library was investigating either a new location or expanding the current facility. There was an advisory referendum which overwhelmingly went for staying in the location they are currently at. Ms. Martens said that the referendum vote caused “Project Shoehorn” in 2007 which was only a temporary fix. She said there was another needs assessment done in 2011. Their concern is that the original building has significant elements that will need major maintenance. The Board went to visit other libraries to gather information and ideas.

Ms. Martens said they need to provide sources for many new formats such as audio books, CDs, etc. and people still want to borrow books as well. Parking is also a concern and people want a drive-through book return. She said there is a grant opportunity and they can receive up to 35% of covered costs.

Mr. Huberty showed aerials of the property showing the current configuration and possible addition. The current building is very inefficient. They want to encourage people to come and not have to park so far away from the building. They also want to minimize the parking impact on the neighborhood. Mr. Huberty said they would knock down the original building since it is in most need of repair. He described the amenities in the additions including a large meeting area with a green roof over that area, bike path along McHenry Avenue, outdoor event courtyard, parking facility, etc. The parking facility is proposed to have landscape islands which would meet the landscaping requirements of parking lots.

Mr. Huberty showed the elevations of the addition from various views. The addition takes advantage of the topography.

Mr. Hayden asked if there was anyone who wished to speak on this petition even though this is a conceptual plan. There was no one in the public who wished to speak on this request.

Mr. Gavle said he has been involved with the library for a long time so he is a little biased. It’s a challenging situation for the library site which doesn’t lend itself to expansion. He said if this plan is not the best, it is very close to being the best. There is a need to expand the library efficiently and there is an

opportunity for grant money which will help considerably. Mr. Gavle said we all need to get together and get this done.

Mr. Goss asked if they had spoken with the neighbors. Mr. Engebretson said the City provided names and addresses of the surrounding property owners. Letters were sent out and they received a good positive response to the plan. Mr. Goss said previously the neighbors said don't move but don't expand.

Mr. Goss said he knows there is a need here and is amazed that this can be accommodated on this site. He would like to see this property somehow connect to the church's parking lot and have an agreement with them.

Mr. Esposito said parking garages are great except when cars are trying to get out of it all at the same time.

Mr. Goss said he would like to see something done with Paddock Street such as make the street one way by the school. He is surprised that they did not need additional property.

Mr. Hayden said he understands why people want to keep the library where it is. He asked if it is the library's view that they are committed to the site. Mr. Engebretson said yes. Mr. Hayden said he feels Arlington Heights did a super job and would like to top them. He asked what the time line for the project and funding is. Ms. Martens said the grant application is due April 16 and then the State process and prioritizes the applications. There is \$50 million available with 20% of the total going to Chicago. From that, the library would have one year to come up with the funding for their project.

Mr. Goss feels that the City is mature and there probably not be the great influx of residents as there was in the 1990s. He asked if the ground will be good under the original library building to handle the garage load. Mr. Huberty said they did preliminary tests and it will handle the garage.

Mr. Hayden feels the library should be looking at purchasing more property. Ms. Martens said in the 1990s they were going to acquire two properties. The neighbors didn't want the expansion in that direction so they did not pursue it.

Mr. Hayden said he really likes the plan. It's outstanding.

Mr. Goss said he would prefer to have more property. It looks a little cramped on this property.

Mrs. Lembke asked about the building height. Ms. Rentzsch said this property is actually two zoning districts and the height will be fine in both districts. Mrs. Lembke said the school across Paddock is tall and on a hill so it towers over everything. She asked if it would be better to add another story. Mr. Huberty said it would be harder for the patrons to use the building as well as the employees.



Mr. Hayden asked if additional needs should occur, could they go with a satellite facility. Ms. Martens said the concept is one large central library and there are very interesting electronic solutions – an automated unit – that could be in the future. Also they are on record to be part of a community center in one form or another. Mr. Hayden asked if they would have sites in schools. Ms. Martens said since 9-11 schools don't want the general public entering their schools. Mr. Engebretson said the school district is not the same as the City/library limits.

Mr. Engebretson thanked the Commissioners for their time and comments. Ms. Martens said it is good to know the Commission is an encouraged as they are.

**2012-11 UDO TEXT AMENDMENTS** – PUBLIC HEARING

This petition was continued from the March 7, 2012 PZC meeting.  
Amendments to various sections of the UDO text.

Mr. Hayden the Certificate of Publication is in the file. He waived the reading of the legal notice without objection.

Ms. Bhide said the proposed changes to the UDO are minor text amendments and they will help the residents and petitioners by making the process more efficient. The first is the TUPs. Currently the construction trailers for residential and non-residential projects are required to get a separate TUP. This amendment would remove that requirement and make it part of the building permit process.

Ms. Bhide said the proposed amendment regarding Construction and Grand Opening signage is to allow two additional signs for new businesses 30 days prior to and 60 days after opening. These are currently permitted as "Limited Duration" signs. Also a change with the feather signs is suggested. Mr. Goss said the feather signs seem a bit high. Ms. Bhide said currently they are permitted to be 8 feet but the most common is 12 feet tall. Mr. Hayden asked if those types of signs were regulated if they are used by a sponsor of a golf hole at a tournament. Mr. Paulson said this is more for businesses. Those other signs would not be seen from the street and would be gone the next day. Mr. Esposito asked about the time allowed for the Limited Duration sign. Ms. Bhide said they are allowed for 39 days at a time, 4 times in a calendar year. Mr. Esposito said that is not really temporary. Mr. Paulson said they are educating the businesses as to what is allowed and they can always ask for a variation.

Ms. Bhide said they are proposing changes to the parking of watercrafts. From October 1 to April 30 they can be stored in the yard and from May 1 to September 30 they can be parked on driveway. Mr. Goss said he doesn't want them parked in the front yard. Mr. Paulson said this is mostly for the lots in the west end and north shore because of how narrow the lots are and there are 60-70 boats in this situation now. He said this is for people who can't park their boats, etc. on the side of their home. Mr. Goss said it's the wording that it is not just for lakefront properties. He suggested that wording be added so this applies only in some situations. Ms. Bhide said suggested adding "legal non-conforming lots." Mr. Esposito agreed.

Ms. Bhide said they are suggesting changes to the Sign Variations process. Mr. Goss said the PZC tries to enforce the ordinance and the variations just go before City Council and get approval on the consent portion of the agenda without any discussion.

Ms. Bhide said the changes suggested for the Special Use Permit requirements are for clarification. Mr. Goss asked if this excludes schools and Park Districts. Ms. Bhide said the City has no jurisdiction over public schools and the Park District does go through the City process to receive approval for their storage structures over 100 square feet.

Ms. Bhide said the separation requirements between principal and accessory structures are to update the UDO to match the International Residential Code that the City uses.

Ms. Bhide said the trash enclosure portion is for clarification. She said issues have been raised regarding restaurants that have taken over spaces that were used by other businesses that did not have as much garbage generated. Mr. Goss asked if this is for non-residential properties. Mr. Hayden asked about the screening of the utility equipment. Ms. Bhide said that is currently in the UDO and is not recommended to be changed. Mr. Hayden said he is concerned with the wording and asked that it be clarified.

Ms. Bhide said there is a trend now in fast food restaurants to have double drive-throughs which requires additional ordering boards. That is what prompted the proposed amendment to the Food Service Use in Article 2-400. Mr. Goss said that seems very large. Mr. Esposito said it would be like having two bill boards. Mr. Goss said there will be a sight line problem and would prefer 1 in the middle of the two drive-through lanes. Ms. Bhide said it would be difficult for the one driver to see the board clearly so possibly the size could be lowered. Mr. Goss suggested that the square footage remain the same but if there are two signs they can't exceed that total square footage.

Ms. Bhide said the last proposed amendment is to add the definition of Pawn Shop to the UDO.

Mr. Goss asked if there are less sign violations now. Mr. Paulson said there is still a problem on the weekends but they do have an inspector work on weekends occasionally. Mr. Goss said the political signs in Crystal Lake are much better than other communities.

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

Mr. Goss moved to approve 2012-11 UDO Text Amendment with changes as discussed as follows:

Article 2-300 Permitted Uses Table

Table 2-300 Permitted Uses Table				
Temporary				
Temporary	<del>Construction Trailers &amp;</del> Sales Office	TEMPORARY USE -	<u>2-500B-1</u>	-

		All Districts		
	<del>Contractor's construction office &amp; Equipment storage trailer (Residential Projects)</del>	<del>TEMPORARY USE - All Districts</del>	<del>2-500B-2</del>	-
	<del>Contractor's construction office, employment &amp; equipment storage trailer (Non-Residential Projects)</del>	<del>TEMPORARY USE - All Districts</del>	<del>2-500B-3</del>	-
	Holiday Tree & Decoration Sales	TEMPORARY USE - All Districts	<del>2-500B-4</del> 2-500B-2	-
	Religious Tent Meeting	TEMPORARY USE - All Districts	<del>2-500B-5</del> 2-500B-3	-
	Seasonal Sale of Farm and Garden Produce	TEMPORARY USE - All Districts	<del>2-500B-6</del> 2-500B-4	-
	All other promotions, events or temporary uses	TEMPORARY USE - All Districts	<del>2-500B-7</del> 2-500B-5	-
	Temporary (Portable) Storage Units (including temporary dumpsters)	TEMPORARY USE - All Districts	<del>2-500 B-8</del> 2-500B-6	

Section 2-500 Temporary Use Criteria

B. Review Criteria for Temporary Uses

The following standards for specific uses, to be approved as temporary uses are hereby established.

1. Real Estate Sales Office
- ~~2. Contractor's construction, equipment and office trailers for residential projects~~
- ~~3. Employment and construction trailers for non-residential projects~~
- ~~2. 4. Holiday Tree and Decoration Sales~~
- ~~3. 5. Religious Tent Meeting~~
- ~~4. 6. Seasonal Sale of Farm and Garden Produce~~
- ~~5. 7. All other promotions, events, or temporary uses~~
- ~~6. 8. Temporary (Portable) Storage Units (including temporary dumpsters)~~

**Please note that Construction Trailers, Contractor's construction, equipment and office trailers for residential projects and construction, employment and equipment storage trailers for non residential projects are approved through the building permit process through the Building Division.**

Section 4-1000 F (1) Commercial Signs

<b>TABLE 4-1000 F (1) Commercial Signs</b>
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Sign Type	Quantity	Size (sq. ft.)	Height (Feet)	Notes
Limited Duration <sup>#</sup>	1*	32 (20 <sup>^</sup> )	5 (& 12 <sup>^</sup> )	<p>A sign providing information on an event or occurrence. The sign is permitted 30 days prior to and 2 days following the event or occurrence and is limited to 4 permits per calendar year. For the purpose of this Article, an event is an occurrence lasting no more than 7 days. Signs must be located 10-feet from the property line. (Amended per Ord. 6543)</p> <p><sup>^</sup>Where a feather flag/banner is used as a limited duration sign, they are limited to 20 SF in area and &amp; 12 foot in height.</p>
<p><b><u><sup>#</sup> In addition to the Limited Duration signage, a total of 2 signs in conformance with the size and height requirements listed above are permitted as part of the construction and grand opening sign package. Constructions signs are permitted where construction activity is underway along the right-of-way in front of the property and are permitted for the duration of the project. Grand Opening signs are permitted 30 days prior and 60 days following a busines opening.</u></b></p>				



Section 4-200 Off-street parking and loading  
F. Use of Residential Parking Areas  
2. Exceptions

(vii) In the case of a legal non-conforming lot, where the side yard is obstructed by restrictive size, trees, uneven grade, poor access, watercrafts may be stored in the front yard, yard abutting a street or the street side yard of a lake front lot on an approved surface. Fences, landscaping or similar obstacles constructed or placed in the access to the interior side yard do not constitute an obstruction. Watercrafts shall only be allowed in these locations from October 1 thru April 30. From May 1<sup>st</sup> through September 30<sup>th</sup>, watercrafts must be parked on the driveway. (Added by the PZC)

Sign Variation process

Article 9-200 SPECIFIC STANDARDS AND OTHER REQUIREMENTS FOR APPLICATIONS FOR DEVELOPMENT APPROVAL

- B. Amendments
- C. Variations and Simplified Residential Variations

- D. Special Use Permits
- E. Planned Unit Development
- F. Watershed Planned Unit Development
- G. Sign Variations
- H. Appeals and Stays of Proceedings
- I. Withdrawal of Application and Repeated Application
- J. Notice
- K. Permits
- L. Fees
- M. Penalties
- N. Separability

## **G. Sign Variations**

### **1. Application**

Any sign owner in the City of Crystal Lake and/or their authorized representative may submit an application along with the appropriate filing fee to the Zoning Administrator for a variation from the requirements of this Ordinance, as it applies to the proposed sign. Refer to the “Sign Variation Application” handout, available through the Planning & Economic Development Department, for specific explanations of submittal requirements and review procedures.

### **2. Procedure**

Upon receipt of a petition for a sign variation, the Zoning Administrator shall first determine that a complete submittal has been received and then schedule the request on the next available ~~City Council agenda~~ Planning and Zoning Commission agenda. **(Changed by PZC)**

### **3. Standards**

~~The City Council~~ Planning and Zoning Commission shall determine, when evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship, based on the standards below:

**Unique Hardship:** The proposed variation, if granted, will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.

**Not harm public welfare:** The proposed variation, if granted, will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood and will not be itself, or with other signs, contribute to the creation of visual distraction which may lead to personal injury or a substantial reduction in the value of property.

**Consistent with Intent:** The proposed variation is in harmony with the intent, purpose, and objectives of the Ordinance **(Changed by PZC)**

### **4. Recommendations**

Within 45 days following the public meeting, excluding any continuation of such meeting or extensions requested by the petitioner, the Planning and Zoning Commission shall forward its recommendations to the City Council.

### **5. Conditions**

**The City Council, in granting any variation, may impose such conditions or restrictions as appear necessary to minimize possible detrimental effects of such variation upon other properties in the neighborhood, and thus secure substantial justice.**

**6. Action by the Council**

**Any proposed variation shall be passed upon a favorable vote by a simple majority of the City Council.**

L. Fees

The following fees shall apply:

**Sign Variation        \$100**

Article 4-600 Accessory Structures and Uses

D. Special use permit required: Any individual structure, **accessory to a single-family detached, single-family attached or a two-family dwelling**, greater than 600 square feet is required to obtain a special use permit.

Section 4-600 Accessory Structures and Uses

**B. General Standards**

**7. Are not located within 6 5 feet of a principal structure, unless the minimum fire-resistance rating requirements per the International Residential Code (IRC) are complied with.**

Section 4-700 Fences, Walls and Screening

C. Required Fences

6. All trash dumpsters, trash pads, loading areas, loading docks and service and maintenance areas as well as all utility equipment, dish antennas, mechanical equipment, air conditioning units or any other visible outside equipment (not classified as outdoor storage) shall be screened from any adjoining lands in a residential zone and all adjacent public rights-of-way. **(The screening requirement for trash dumpsters and trash pads for existing developments that are previously un-screened will be applicable where a new restaurant occupies the building or tenant space. For new developments, this requirement will apply regardless of the proposed use.)**

Article 2-400 Limited and Special Use Criteria


C. Review Criteria for Special Uses

7. Drive-through Uses

d. Required number of stacking spaces for specific uses

(v) Limited Service (Fast Food) Restaurant (All Others): Total 9 stacking spaces with a minimum of 4 stacking spaces between the order board and the pick-up window. **[Please refer to Article 4-1000, Signs as well as the handout –‘Signage for Limited Service (Fast Food) Restaurants for signage requirements]**

Section 4-1000 F (1) Commercial Signs

<b>TABLE 4-1000 F (1) Commercial Signs</b>					
Sign Type	Quantity	Size (sq. ft.)	Height (Feet)	Notes	
Free Standing	1* (Per drive-through lane)^	60 <b><u>[The total area for all signs shall not exceed 60 SF] (Added by PZC)</u></b>	8	Permitted for food service drive-through tenants only. Must be located behind the front building line.	
<b>^ Please refer to the handout – ‘Signage for Limited Service (Fast Food) Restaurants for signage requirements</b>					

ARTICLE 10, DEFINITIONS

**LAND USE, Pawn shop: A business location at which a pawnbroker conducts business. A pawnbroker is any person who engages in the business of making pawns. A pawn means the advancement of funds on the security of pledged goods (tangible personal property) left in the possession of a pawnbroker by a pledgor of such goods for a stipulated period of time, which goods may be redeemed by the pledgor under terms and conditions as specified in the applicable Illinois Statutes.**

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

**REPORT FROM PLANNING**

- 2012 Zoning Map
- 2012-09 Damas - 909 Aberdeen - Variation
- 2012-14 Hanssler – 301 Elmwood Ave. – Var
- 2010-06 Comprehensive Land Use Plan Text and Map – adoption

Ms. Rentzsch reviewed the petitions for the next PZC meeting.

**COMMENTS FROM THE COMMISSION**

Mr. Goss said it bothers him that City Council puts sign variations on the Consent Agenda and approves them without any discussion. He would like clarification.

The meeting was adjourned at 10:30 p.m.