

**PLANNING & ECONOMIC DEVELOPMENT COMMISSION  
MEETING MINUTES  
SEPTEMBER 29, 2009**

**CALL TO ORDER**

Chairman Don Kendeigh called the meeting of the Planning and Economic Development Commission to order at 7:34 p.m.

**ROLL CALL:**

Present were Chairman Don Kendeigh and Members Ron Hameetman (Member Hameetman had an emergency call and left at 8:39, then returned at 9:30 p.m.) Steve Harris, Viki Karls, Rich Lauritsen and Mike Schiestel. Also in attendance was Administrator Art Osten, Jr. as staff to the PEDC, and Secretary Alison Dal Compo. Member Mick Welch was absent.

**APPROVAL OF THE AUGUST 25, 2009 MINUTES:**

The minutes from the August 25, 2009 PEDC meeting were approved unanimously with no changes following a motion made by Karls and seconded by Schiestel.

**RESIDENT'S COMMENTS**

Chairman Kendeigh welcomed Village President Bob Nunamaker to the meeting.

**DOWNTOWN REDEVELOPMENT**

*Downtown Property Inventory* – Member Schiestel has updated the format for the inventory spreadsheet. A total of eight businesses were added to the list; seven new and one that was overlooked previously, the cleaners next to Top Shelf Liquors. There are a lot of vacant buildings. There were questions as to whether 110 Northwest Hwy is a residence or a business. Administrator Osten noted that if it is zoned commercial, it should be added either way. Member Lauritsen offered to find out if it might be storage for medical records. Member Schiestel went to Fox Valley Engineering to ask if he could write an article on them for the newsletter, but couldn't find anyone to talk to there. It was noted that the Oxy Sound building has room to expand since there is not much around it right now. Member Schiestel will e-mail out the DPI spreadsheet as amended.

*Marketing Subcommittee Business Blog Site*—(Member Schiestel) The subcommittee meeting usually held before the PEDC meeting was cancelled. Ms. Gaudry gave the subcommittee a revised proposal, but judging by the conservative nature of the Village Board her proposal is quite expensive and probably would not pass. Administrator Osten explained that she had cut back from the original number by 33%, and it was still cost

prohibitive. The Village website consultant feels he may be able to provide services for less than what Ms. Gaudry is proposing. Chairman Kendeigh noted that Ms. Gaudry's services are probably not critical to the project. Member Schiestel stated that the subcommittee has had difficulty convincing her that there is not much funding available for this type of project. The task may be substantially more difficult than it originally appeared. Chairman Kendeigh said that alternatives should also be considered.

*Development Consultant RFQ*—The RFQ's were sent out on August 21<sup>st</sup>. Eight key tasks were outlined. The concept is to create high density mixed use buildings. The question remains how to get a developer in here. Five responses were received; one of them was from Member Harris's firm. Chairman Kendeigh asked if all five firms proposed for all eight tasks, Administrator Osten told him yes. Chairman Kendeigh further asked what the budget is for the project. Administrator Osten explained that there are some contingency funds and the project could be done in phases. The subcommittee will discuss this tomorrow and will give an update at next month's meeting. Chairman Kendeigh asked what kind of interaction the PEDC would have with any potential developer. Administrator Osten answered that the general concept as presented by the PEDC is already constructed, but once a developer is found then further interaction will be needed. President Nunamaker stated that there is the possibility for a TIF district. He feels that the PEDC members would have great insights to add to the project once it was taken up by a developer. Member Lauritsen asked if the developers who submitted the RFQ's have a real interest in this. Administrator Osten noted that developers are needed that have relationships with others who can carry this forward. When the economy swings upward again, the project needs to be ready to advance.

Administrator Osten had a meeting with Metra today, and they plan to remodel the shelter next summer. Metra is also interested in the idea of building a parking garage. Metra will be depending on some grants becoming available, and they think Fox River Grove is the most centrally located of the options. Member Harris stated that Barrington would seem to be a more logical choice. Administrator Osten explained that Fox River Grove has the space for a parking garage; Barrington does not. Chairman Kendeigh asked if the shelter would have bathrooms, he was told yes. They would be provided by the vendor. President Nunamaker said that Metra feels that the current shelter is sturdy enough to remodel rather than tear down. Chairman Kendeigh asked if Metra received any stimulus money. President Nunamaker said yes, from the sales tax increase.

### **OTHER BUSINESS**

*Residential Design Guidelines*—Chairman Kendeigh summarized the meeting held on September 1 with the PH&S commission with regard to the guidelines. He stated that it was an uncomfortable meeting with much disagreement. Administrator Osten talked to Village Attorney John Donohue in relation to the needed changes to the guidelines under #2 Applicability. They would be relative to both new homes and tear downs. There was a change made to roof height or an angle of 25% or more. A member of PH & S made the point that under the guidelines, replacing windows is considered a major change.

Administrator Osten thinks that getting the guidelines passed is a far better option than having an Architectural Design Committee. Chairman Kendeigh pointed out that under paragraph 4F “Porches”; in the previous wording front porches were encouraged. Also, if someone is planning a front porch, the wording requires that it must be similar to those of the nearby houses. Member Schiestel brought up the need to have a better definition of “significant renovations.” PH& S members also had issues with the word “subdued” with regard to paint colors, but Member Schiestel explained that in the research he did, most suburbs use that same term. Administrator Osten stated that using that term was fine, but “blending” was also important. Chairman Kendeigh drew attention to Member Harris’ update of the guidelines. It was agreed that the term “significant” instead of “substantial” renovation” should be used throughout. Also, it was universally agreed that the term “new single family *homes*” should be changed to “new single family *residences*” in all the places it appears throughout the document. Member Harris asked if the guidelines would apply to an entire new subdivision being built. Administrator Osten will check into it. Under PID, Member Harris recommended striking the word “reconfigure” Under E, Member Harris recommended the addition of the words “preserve”, after the word reinforce. The word “significant” should be used instead of “substantial.” E3 should be struck. Under G3, the phrase “safety, morals or welfare” is a blanket statement for municipalities. Under Applicability, the hyphen in “single family” should be struck. Chairman Kendeigh asked if the use of quotation marks around a phrase would mean that they had to be used everywhere that phrase appears. Member Harris said yes, that would be important. Member Schiestel asked for further clarification on the “greater than 33%” phrase. It was felt that if a project requires a building permit, it would be subject to the 33%. Member Lauritsen stated that at the PH & S meeting, they asked for the amount to be 50%. Administrator Osten said that he had spoken to the Building and Zoning consultant, and he felt the 33% amount was appropriate. For example, a porch may be 33% of the structure, but not 50%. Administrator Osten said that the commission had decided not to go down that route so as not to be onerous. Additionally, the guidelines are meant to apply to the types of renovations that most owners might commonly make. Member Schiestel again referred to the use of “façade”, and Administrator Osten stated that the word “structure” should be used. Member Karls suggested the addition of the phrase “when proposed renovations require a building permit” to the document. She explained that if you upgrade vinyl siding to cedar, then that statement would apply. Administrator Osten pointed out that in the window example, because of the 33%, it would not come under the guidelines but would require the permit. Member Harris brought out that if the word structural is dropped, the guidelines then apply to paint, etc. Administrator Osten suggested saying structural or façade. Member Harris suggested “building frame or structural changes to an area equal to or greater than 33%.” Member Lauritsen said that Trustee Figurski brought up a change from paint to siding, and asked if this would then apply. President Nunamaker suggested going with the 50% figure, and Chairman Kendeigh and Member Lauritsen agreed with this. Under 4I, Member Harris said that a clause should also say “whether or not property values are affected”. There was also suggestion to modify, “upon the request of the applicant.” Member Harris asked what happens if the PEDC and Village Board do not agree on a project, and if the PEDC could have a greater decision making role in the process. Member

Karls reminded that the PEDC is a recommending body only. Administrator Osten further explained that the role of the PEDC cannot be changed, and said that a trustee can take a project off of a consent agenda. Member Schiestel noted that even in the request of a variance, you must go through several bodies to get final approval. President Nunamaker observed that the Illinois Municipal Code states that the only body that has force in law is the Village Board. Member Schiestel added that the PEDC members are appointed, not elected. Member Lauritsen suggested a back door loop, to take the project back to the planner if there is disagreement. Administrator Osten said that the Village Board may not want to give that type of authority to the planner. Member Schiestel asked if a hearing would be appropriate. Administrator Osten said that it would not be exactly the same as a public hearing. Under “upon the request of the applicant”, it could say “upon the recommendation of the PEDC and or the Village Board.” Under 4A, the suggestion was to add wording at the end “need not always be established the same height, but should have compatible roof lines. With reference to the paragraph after 4I, Member Harris suggested that there needs to be language to override what was previously stated so that the body can override itself for individual situations. Additionally, the disclaimer at the end should be struck. Administrator Osten suggested the wording “should not violate the intent and purposes as described in P1.” Under 5B, Member Harris suggested the wording “a non-professional site plan can be used. As to 5D, Member Harris suggested striking it all together, but Administrator Osten thought it should stay since it was to the advantage of the applicant. Member Lauritsen suggested ending the sentence after “plan”, and Chairman Kendeigh agreed. Under 6B, Member Karls asked if the use of public hearing was appropriate; Administrator Osten said noted that the PEDC meetings are a form of public hearing. Member Harris then asked what the date of the hearing would be, and it would be the date of the PEDC meeting. It could then go on to others if need be. Member Harris asked about the qualifications of the Village Planner (Al Maiden). Member Karls stated he would be qualified to weigh in on these decisions. Administrator Osten concluded by saying that once the PH & S approves the RDG’s, then they will go back to the Zoning Board for approval. Member Schiestel encouraged members to attend the PH & S, Village Board and Zoning meetings with reference to the RDG’s.

*Sign Ordinance*—Administrator Osten explained that at the September 23<sup>rd</sup> meeting, there was disagreement as to whether there should be *any* restrictions as to signage. This discussion will be continued on October 14 at 7:00 p.m. President Nunamaker pointed out that the rationale for limiting signage is so that the police can see into buildings on their rounds. His suggestion was for the police to stop in to individual businesses where this is a problem rather than having an ordinance. Member Hameetman gave examples of the two different liquor stores in town, one where the windows are almost completely covered; the other has almost no window space covered.

#### NEWS AND UPDATES

*PH & S Report* –(Administrator Osten) nothing new to report

*MCEDC* – Chairman Kendeigh asked if there was any progress as to having their new President attend a PEDC meeting. There was discussion regarding the \$10,000 donation

that the Village was asked for at an MCEDC meeting, and this matter was decided against.

*Cary-Grove Area Chamber of Commerce* –A Halloween Trick or Treat walk will be held, as well as the “Touch a Truck” event.

*McHenry County 2030 Plan* –Chairman Kendeigh pointed out that the draft of the land use plan is now available on the internet.

*Thriving Communities Workshop—(Administrator Osten)* The former Mayor of Milwaukee was a guest speaker. A few of the topics were urban spaces vs. green infrastructure, L.E.E.D. (green) buildings, correlations between decreased community walk ability and obesity, and communities ability to determine whether or not they want additional parking areas. Member Harris asked if this meant that if ordinances call for 50 parking spaces and the community decides they only want 30, then this would be acceptable? He was told yes. President Nunamaker noted that the City of Chicago gives approval for L.E.E.D buildings in two months! Administrator Osten stated that a surprising finding was that rooftops painted white are just as effective in heat re-distribution as rooftop gardens, but at less cost. Administrator Osten encouraged members to read the article “A Practical Guide to Business Retention.”

**NEXT MEETING**

The next meeting is scheduled for October 27, 2009 at 7:30 p.m.

**ADJOURNMENT**

A motion was made by Schiestel and seconded by Karls to adjourn the meeting at 9:47 p.m.

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Don Kendeigh, Chairman

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Alison Dal Compo, Secretary

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Date Approved