

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

MINUTES

Development Committee

May 12, 2008

Approved as presented at June 9, 2008 meeting

1. Call to order, Roll Call and Establishment of a Quorum.

Chairman Pineda called the meeting to order at 7:00 p.m. Roll call found Aldermen James E. Beifuss, Jr., Nicholas Dzierzanowski, H. Ronald Monroe, Alan Murphy, Rebecca Stout and Gregory Bunch present.

Also in attendance were Community Development Director Joanne Kalchbrenner and Planning Assistant David DeGroot.

2. Approval of Minutes.

A. Development Committee, April 14, 2008. Alderman Dzierzanowski made a motion, seconded by Alderman Murphy to approve the minutes of April 14, 2008 Development Committee Meeting. Voting yea: Aldermen Beifuss, Stout, Pineda and Monroe. Voting Nay: 0. Motion carried.

3. Public Participation. There was no public participation.

4. Items for Consent.

- A. Tom and Pearl Marziani – 117 Main Street, Façade Grant
- B. City of West Chicago – Amend Maximum Term of Annexation Agreement.
- C. St. Andrews Estates Subdivision – Annexation and Zoning

Chairman Pineda advised that the item would be placed on the May 19th, 2008 City Council Agenda under Consent.

5. Items for Discussion.

A. Forming America – 1200 Prince Crossing Road, Special Use Permit Update.

Ms. Kalchbrenner provided an update of the status of the progress on compliance with the conditions of the special use permit. She advised that the owner had resubmitted the proposed dip tank plans to the City and had met previously with John

Fincham. The owner had also resubmitted the proposed civil engineering plans to DuPage County, however the DuPage County review had not been returned, which she stated as typical for the amount of time passed. Outstanding items include the Plat of Dedication for the additional right of way on Prince Crossing Road, and the approval of the dip tank and finished basement. At the previous Development Committee meeting the owner was given until May 9, 2008 to submit plans for the basement finish, which has not been done. Alderman Murphy suggested that the deadline be extended due to their attempt to meet the current deadline and the Development Committee agreed to extend the deadline until May 23, 2008 for the architectural plans for the basement. Alderman Pineda asked for clarification on Providence Composite Technologies, a second business that is apparent at this same location. The owner stated that this is a research and development business for a replacement to plywood. Only mail is accepted at this location as the office is in Naperville and the manufacturing is in Chicago. Alderman Pineda asked for a status update at the next meeting.

B. BDI – Retail Recruitment and Implementation Plan

Ms. Kalchbrenner informed the committee that the City had hired BDI to provide a marketing analysis and retail recruitment and strategy plan. Terry Jenkins was present to display a slide show of Phase II of the marketing analysis, which was also provided to the committee members in packet form. The basic elements in the plan include understanding the market potential in West Chicago, creating a plan and vision for the community, understanding land use options and structuring outreach to external developers and tenants. The plan provided details supporting the statement that there is a market in the City and provided short, interim and long-term goals. Mr. Jenkins noted that the biggest deterrent to development in West Chicago is centers with the lack of anchors and poor access and that the City should never approve another development without an anchor. Additionally, the center with the biggest challenge is Tower Station. At the conclusion of the presentation, the Development Committee briefly discussed the plan. Alderman Bunch requested background information from Mr. Jenkins. Alderman Pineda noted that the report indicates that the Hispanic market is very strong and what can the City do to attract businesses that are attractive to that market and Mr. Jenkins responded that the City needs to find the brokers that are familiar with that type of development and talk to them. Alderman Pineda pointed out that many of the recommendations in the plan are already being done by the City such as preparing a new marketing plan, meeting with owners and developers and providing incentives for quality projects. Mr. Jenkins noted that he understood that the City is already doing many of the recommendations. Alderman Bunch stated that he would prefer to discuss the BDI plan at another Community Development meeting, which was seconded by Alderman Beifuss. Alderman Pineda stated that the City is currently working on many of the future developments outlined in the BDI marketing analysis including, but not limited to, the Downtown Redevelopment project and agrees to review again at next meeting.

C. City of West Chicago – Proposed Amendments to Sign Regulations

Mr. DeGroot opened discussion on a variety of possible sign code text amendments. Alderman Dzierzanowski suggested that the West Chicago Chamber of Commerce be invited to attend the next committee meeting regarding the proposed amendments to the sign regulations.

Holiday Lights/Signs. The committee agreed to extend the removal of these items to 90 days after the holiday between December 1st and March 1st to accommodate for inclement weather. Between March 2nd and November 30th, the deadline remains at 30 days past the holiday to remove lights and signs.

Projecting signs. The committee agreed to approve signs that project from a business, holding to the standards of the Historical Preservation Commission and the Appearance Code. The sign can only be the name of the business and the business owner must maintain additional liability insurance.

Political signs. Legal council has directed the City not to remove political signage from public right-of-ways. Ms. Kalchbrenner will clarify the directive by legal council. If signs are adjoining a residential district, they cannot exceed 32 sq. ft. and cannot exceed 2' x 2' if posting in public right-of-way.

Public Interest Signs. The posting of public interest signs was extended from 14 days to 21 days prior to the event.

Changeable Copy Signs. All electronic and changeable copy signs must be incorporated into freestanding structures, with only 1 per lot and the changeable copy area may only incorporate up to 30% of the total structure.

Signs on Walls. The Development Committee recommended not to allow painting murals or signs directly on walls but to continue requiring that murals be painted onto a temporary structure that is then placed onto the wall.

People walking with signs. Staff had recommended that people holding or walking with signs be prohibited as part of the portable signs. A majority of the Development Committee indicated that they do not object to people holding signs, but that it should be considered part of temporary signs with a limited time frame and a permit required.

Window Signs. The committee recommended that up to 50% of business window space may be covered in signage.

6. New Business.

Alderman Pineda asked if it is reasonable to ask residents occupying older homes to replace items such as roofs within 30 days considering the current downturn in the

economy. Ms. Kalchbrenner explained that all residents can ask for an extension on their citations, especially if it is not a safety issue. Committee members gave no direction to change the current procedure.

7. Reports from Staff

NIU was not present. More information will be available at the June 9th meeting.

8. Adjournment

Alderman Murphy mad a motion, seconded by Alderman Dzierzanowski. The members unanimously agreed. Motion carried. The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Krista Coltrin