

CITY OF WARRENVILLE
PLAN COMMISSION/ZONING BOARD OF APPEALS
Minutes of Regular Meeting
Held on Thursday, January 19, 2023
At the Warrenville City Hall
28W701 Stafford Place

A. CALL TO ORDER

Chairman Cosgrove called the meeting to order at 7:02 p.m.

B. ROLL CALL

PC Present: Tim Cosgrove, Byron Miller, Jessica Tullier, Mark Taylor, Bob Vavra, Kennedy Hartsfield, Rachael Fawell, Erin Schultz

Absent/Excused: Carla Sanfilipp

ZBA Present: Tim Cosgrove, Byron Miller, Jessica Tullier, Mark Taylor, Erin Schultz, Bob Vavra

Absent/Excused: Carla Sanfilipp

Also Present: Assistant Community Development Director Consuelo Arguilles, Senior Civil Engineer Kristine Hocking, Planner/GIS Technician Jack Maszka, Permit and Zoning Technician Chris Santos

Not in attendance: Community and Economic Development Director Ron Mentzer

(Informational note: A detailed report of the proceedings and transcript of the testimony provided during this public hearing was prepared by Pamela Cosentino of Veritext Legal Solutions. A copy of the transcript is available from the City's Community Development Department. The following meeting minutes reflect the key points presented and discussed during the public hearing.)

C. PUBLIC HEARING

1. 27501 Bella Vista Parkway / Daniel Marta / OKW Architects

Located on the southwest corner of Bella Vista Parkway and Mill St.

COMMISSIONER TULLIER MADE THE MOTION FOR THE PLAN COMMISSION TO OPEN THE PUBLIC HEARING. COMMISSIONER MILLER SECONDED. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED UNANIMOUSLY.

Chairman Cosgrove explained to the plan commission that the petitioner is seeking a request for approval of re-designation of the property from Office Park Use to Light Industrial Use. The petitioner is also seeking a Special Use Permit for a new PUD, and is looking to get Site Specific Amendments for development of a multi-tenant warehouse/office facility. Chairman Cosgrove asked Daniel Marta to come up and present to the plan commission.

After being sworn in, and submitting his return receipt cards, Daniel Marta gave a presentation showing a brief history of the lot and showed aerial photos of the surrounding area which used to be a quarry. It currently now sits as an empty lot. Mr. Marta explained that the developer has done their research and concluded that the demand for industrial flex-space warehouses is on the rise and reported that this location is ideal. Due to the existing soil stability requirements they plan to design the building to be "L" shaped and build the majority of the building away from the filled area so they can get the best stabilization to build upon.

In his presentation Mr. Marta also showed the traffic flow on the site plan, an updated floor plan, and architectural revisions. Mr. Marta mentioned that they already have a tenant signed up to occupy the larger section of the building which would be a newspaper company. The future tenant liked the idea of having a cross docking system for their space where semi-trucks can come and deliver on one side and smaller delivery vans can load and leave on the other side. Mr. Marta mentioned that they also reduced the amount of foundation steps so that it may allow tenants the ability to combine neighboring spaces. They want the building to be flexible in terms of space so if a tenant wants to expand then removing a wall to gain more space to the neighboring unit would be the way to do it and not be so costly to do so as well.

Mr. Marta stated that his client has taken into consideration the comments from staff and the plan commission from their courtesy review regarding the design of the building and presented a revised design. The revised plans included more architectural interest by changing the design panels, removing the garage doors on the north side elevation, and breaking up the flat elevations by including transparency and staggering elevations. Mr. Marta also showed renderings of how they would screen off the property from the view on Mill Street and Bella Vista Parkway.

After Mr. Marta finished his presentation the Plan commission had the following comments:

- Commissioner Hartsfield asked if their engineers were accurate in their calculation as to where the filled quarry line is. His concern is if they are not spot on when they build then foundational issues with the building may rise in the future. Mr. Marta answered that they are confident with their calculations.
- Commissioner Fawell stated that the facade facing Mill Street needs to be touched up and that the number of trees that are drawn up on the Landscape Plan do not match up with the count in their planting legend and wanted them to re-look at that. Commissioner Fawell also asked if their site plan is ADA compliant with the number of ADA parking spots. Senior Civil Engineer Kristine Hocking answered that in their revised plans they are in compliance with ADA standards. Commissioner Fawell also asked if they revised their traffic turning diagram to include a left turn only lane. Senior Civil Engineer Hocking confirmed that they did add a left turn only lane and adjusted the median.
- Commissioner Vavra stated he is concerned about the traffic flow of the moving trucks in the parking lot area and feels this parking lot will be too compact for the trucks to maneuver around. Mr. Marta stated that they believe the semi-trucks will be driving near the docking area side where there is enough space to maneuver in and out.
- Commissioner Schultz asked if the height of this building is going to be 38 feet then why this wouldn't be a multi-level structure. Mr. Marta explained that the reason it's proposed to be a larger empty space rather than multi-level is so they can maximize the storage space within the tenant's space. Mr. Marta explained if a tenant wants to build a structure inside, such as a mezzanine or office space, then they would be allowed to do so under the tenants cost and added in their tenant leasing agreement.
- Commissioner Taylor supported the new revised plans.

- Commissioner Miller asked if there will be HVAC units on the rooftop. Mr. Marta explained that this building structure will have minimal heating and cooling in each unit. If there are any units that have office spaces then a mini-split HVAC system or space heaters would be used. Mr. Marta also stated that if a tenant was to build out their office then they would also be in charge of installing an HVAC unit on the roof which would be allowed under a tenant leasing agreement. Commissioner Miller also asked if the developer would add EV charging stations or at least the wiring for EV charging stations to be added at a later time for future use. Mr. Marta mentioned they would look into this. Chairman Cosgrove added that third party vendors can do that job and the owner can apply for grants from Comed when adding EV charging stations to a property.
- Chairman Cosgrove suggested adding solar panels to the roof and stated that if this building is developed correctly it could essentially be a net-zero building. Chairman Cosgrove also mentioned that he feels this thirty eight foot building is too tall and the neighboring structures are smaller buildings. Chairman Cosgrove asked if the owner has similar buildings like this and where they are located at. Mr. Marta stated that similar buildings have been built in Florida, Alabama and Colorado. This proposed building would be the owners first in Illinois. Chairman Cosgrove also suggested the units that will have office spaces should be located towards the north side of the building and not the south side because the layout would make more sense due to the front entrance and windows being on the north side. Chairman Cosgrove suggested that the exterior lighting that are attached to the building be on timers so that the area isn't over lit at night.
- Chairman Cosgrove asked if the lone dumpster corral behind the unit labeled "Tenant A" is a shared dumpster for all the units at the building. Mr. Marta explained that each unit has access to this dumpster corral. Commissioner Miller asked what the schedule trash pickup would be. Mr. Marta says he has to research that and says that the size of the dumpster corral may have to be bigger. Commissioner Miller stated he is concerned that since this building will have different tenants that would mean different kinds of trash would accumulate and feels this dumpster may fill fast and would need multiple pickups during the week. Chairman Cosgrove also mentioned that a recycling container would have to be in that corral too.
- Chairman Cosgrove stated that the overhead bay doors on the east side of the building are not allowed in the Cantera Development Regulations and mentioned that he would not see that being supported in the plans.
- Chairman Cosgrove stated the landscape plan needs improvement to enhance the screening on the northwest corner of Bella Vista Parkway.
- Chairman Cosgrove asked where the address plates will be on this building and that they would have to be visible so no guest gets lost. Mr. Marta mentioned that has not been discussed yet with the owner and will look into that.
- Chairman Cosgrove asked what the difference in the paving height and the slab height is near the handicap parking spot on the southwest corner of the building .Mr. Marta

stated he did not have that answer but will look into getting that answered and shown in the plans.

Chairman Cosgrove brought to the attention of the plan commission an email from Ami Pickley, who is a representative from the Cantera Owner's Association. In the email she writes:

- Tim- My main concern regarding the re-zoning of 27201 Bella Vista is how the side road off of Bella Vista will be managed and maintained (road name is No Name, as it was never named). The COA is responsible for the management and maintenance of this road. It has historically not received a heavy amount of use given the density of the area. With the increase in traffic from the rezoning, anticipating mostly truck traffic, the annual funding for the road would need to be addressed prior to approval. I would also like to make sure I fully understand the landscaping & irrigation plan for Bella Vista & Mill.

Assistant Community Development Director Arguilles explained that the latest revised plans from the developer was given to the plan commission for this meeting and that staff is currently reviewing them to provide comments. The original staff report was written based on the initial submittal and that an updated staff report will be given at the next continued public hearing for this applicant. ACDD Arguilles also mentioned that the landscape proposal will need to be revised to include more landscaping at the front of the building and understands that there might be limitations due to the quarry soil of the land but will continue to work with the applicant on fine tuning it. Senior Civil Engineer Hocking stated that she has been working with the developers engineer and supports what they submitted so far.

Planner Maszak stated that the Warrenville Fire Protection District were satisfied with the site plans that were submitted however they have not looked at the revised plans and will provide comment before the next continued public hearing. ACDD Arguilles stated that the 2nd public hearing date has yet to be determined.

COMMISSIONER TULLIER MADE A MOTION TO CONTINUE THE PUBLIC HEARING TO THE FEBRUARY 9, 2023 PLAN COMMISSION MEETING. SECONDED BY COMMISSIONER TAYLOR. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED UNANIMOUSLY. MOTION CARRIED.

D. OTHER BUSIENSS

1. Plan Commission/Zoning Board of Appeals
 - a. Annual Election of Plan Commission Vice-Chairman
 - b. Annual Election of Zoning Board of Appeals Vice-Chairman

CHAIRMAN COSGROVE MADE THE MOTION TO NOMINATE AND ELECT COMMISSIONER TAYLOR TO BE VICE CHAIRMAN OF THE PLAN COMMISSION AND ZONING BOARD OF APPEALS. COMMISISONER MILLER SECONDED. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED UNANIMOUSLY. MOTION CARRIED.

E. INFORMATIONAL ITEMS

1. Annual Report
 - a. Warrenville Plan Commission

Review and approval of 2022 Annual Report, which sets forth transactions and recommendations of Plan Commission prior to submission to Mayor and City Council.

Commissioner Miller requested that the meeting dates for the items on Herrick Woods HOA and Galusha Farms Subdivision be corrected to October 6, 2022.

CHAIRMAN COSGROVE MOVED, SECONDED BY COMMISSIONER FAWELL, TO APPROVE THE 2022 PLAN COMMISSION ANNUAL REPORT WITH THE ABOVE-SUGGESTED CORRECTION. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED UNANIMOUSLY.

b. Warrenville Zoning Board of Appeals

Review and approval of 2022 Annual Report, which sets forth transactions and recommendations of Zoning Board of Appeals prior to submission to Mayor and City Council

Commissioner Schultz stated that the spelling of the street named Schaffner is wrong and should be corrected. Commissioner Fawell also mentioned that her name is listed on the roster for the ZBA Board of Appeals and she is not so that should be removed.

CHAIRMAN COSGROVE MOVED, SECONDED BY COMMISSIONER FAWELL, TO APPROVE THE 2022 ZONING BOARD OF APPEALS REPORT WITH THE ABOVE-SUGGESTED CORRECTIONS. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED UNANIMOUSLY. MOTION CARRIED.

2. FY 2024 Work Plan

a. Review and approval of draft 2024 PC/ZBA Work Plan

Chairman Cosgrove presented the draft of the 2024 work plan to the plan commission. In the work plan it summarizes that the City is in the FY 2024 budget preparation process, which year runs from May 1, 2023 thru April 30, 2024. As part of this process, each department and commission is asked to prepare a work plan with prioritized initiatives, which will be presented to the City Council to ensure that (i) staff and the City Council are in agreement, and (ii) any costs associated with activities reflected in the work plan are appropriately accounted for in the in-progress City budget that is being developed for FY 2024.

Chairman Cosgrove mentioned that in the work plan one of the top priorities that staff is working on is an implementation of a new form based code initiative. The goal is to hire a consulting firm who specializes in this field and helps identify, modify, and eliminate any existing zone codes that are in the way of achieving the City of Warrenville's project goals. This process would include staff interviews, public meetings, and ultimately new zoning code amendments that can be brought to the plan commission and city council for approval.

Planner Maszak informed the plan commission that workgroup has interviewed three consulting firms that are qualified in this field. Planner Maszak mentioned the workgroup that has conducted the interviews have selected two of the three firms to move on to the next process and they will conduct reference checks. Once that is complete then the workgroup will reconvene and will discuss their findings in hopes of choosing one consulting firm and then present their choice to the

city council. Upon request, ACCD Arguilles stated that the three firms are Teska Associates, Kimley Horn, and Codametrics

COMMISSIONER MILLER MADE A MOTION TO APPROVE THE FY 2024 WORK PLAN, SECONDED BY COMMISSIONER TULLIER. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED. MOTION CARRIED.

F. PUBLIC COMMENTS

None.

G. APPROVAL OF MINUTES

1. Regular Meeting December 8, 2022

CHAIRMAN COSGROVE MADE A MOTION TO APPROVE THE MINUTES OF DECEMBER 8, 2022, SECONDED BY COMMISSIONER TULLIER. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED. MOTION CARRIED.

H. CHAIRMAN’S REPORT

Chairman Cosgrove stated that he listened to a seminar hosted by the DuPage Conservation Foundation. In the seminar they presented their plans on how to add more EV stations and the infrastructure that goes with it. Chairman Cosgrove also mentioned that the Des Moines Iowa is one city that is in the process of switching their fleet of vehicles for all departments to electric vehicles.

I. COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR’S REPORT

There was no report.

J. ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR’S REPORT

Assistant Community Development Director Arguilles went over with the plan commission the upcoming items on the agenda for the next two meetings. They will include the Warrenville Park Districts application of planned events for the next two years as well as Casey’s submission to redevelop their existing gas station and a submission for a new plat of resubdivision for the northwest corner of Mignin and Warrenville Road.

K. PLANNER’S REPORT

Planner Maszka informed the plan commission that he is currently working on the new zoning maps for the year 2023 and that there will be text amendments in a future meeting in February. Those text amendments will include new parking and lighting requirements.

L. PERMIT AND ZONING TECHNICIAN’S REPORT

No report.

M. MAYOR’S REPORT

There was no report.

N. ADJOURN

COMMISSIONER TULLIER MOVED, SECONDED BY COMMISSIONER SCHULTZ TO ADJOURN THE MEETING AT 8:23 P.M. MOTION ADOPTED UNANIMOUSLY VIA VOICE VOTE.

Chris Santos, Permit and Zoning Technician