

REGULAR PLAN COMMISSION MEETING
AUGUST 9, 2018

Call to Order

The regular meeting of the Plan Commission was called to order by Chairperson Mary Loch at 7:00 p.m. Plan Commissioners Angela Fanella, Phillip Hartweg, Tracy Heming-Littwin, John Mulherin, Mohammed Saeed, Bob Vavra and Jamie Vondruska were present. Plan Commissioner Rodemann was excused. Also present were Village Planner Kelly Purvis, Village Planner John Sterrett, Planning Intern Evan Clements, Recording Secretary Debbie Solomon and Village Trustee Craig Pryde.

A quorum was present.

Public Comment

No general comments on non-agenda items were made by the public at this Plan Commission meeting.

Approval of June 28, 2018 Plan Commission Minutes

Commissioner Heming-Littwin, seconded by Commissioner Vondruska, to approve the minutes of the June 28, 2018 Plan Commission meeting. The motion carried with eight (8) yes votes as follows: Plan Commissioners Fanella, Heming-Littwin, Hartweg, Mulherin, Saeed, Vavra, Vondruska and Chairperson Loch voted "yes."

Public Hearing – 889 W. St. Charles Road & Vacant Lot – Churchill Woods Forest Preserve – Zoning Map Amendment

On the agenda was a public hearing to consider the application for a Zoning Map Amendment for two recently annexed properties in the Churchill Woods Forest Preserve.

PUBLIC HEARING – 889 W. ST. CHARLES ROAD & VACANT – CHURCHILL WOOD FOREST PRESERVICE – ZONING MAP AMENDMENT

PUBLIC HEARING WITH DISCUSSION, CONSIDERATION, AND RECOMMENDATION REGARDING A REQUEST FOR APPROVAL OF A ZONING MAP AMENDMENT TO REZONE THE SUBJECT PROPERTIES FROM THE RE RESIDENTIAL ZONING DISTRICT TO THE CR CONSERVATION RECREATION ZONING DISTRICT.

Commissioner Heming-Littwin, seconded by Commissioner Mulherin, to open the public hearing at 7:01 p.m. The motion carried unanimously by voice vote.

Staff Introduction

Village Planner Purvis was sworn in and stated the petitioner is the DuPage County Forest Preserve District, owner of two recently annexed properties in the Churchill Woods Forest Preserve District commonly known as 889 W. St. Charles Road and “vacant parcel” Crescent Boulevard.

Village Planner Purvis stated the petitioner is requesting approval of a Zoning Map Amendment to rezone the subject properties from the RE Residential zoning district to the CR Conservation Recreation zoning district.

Village Planner Purvis showed an overview map of the property and stated the subject properties are generally located west of I-355 between St. Charles Road and Crescent Boulevard. Village Planner Purvis stated the northern parcel is improved with the historic McKee House structures and a fleet storage facility with a pumping station, and the southern parcel is vacant except for a parking lot. Village Planner Purvis stated both properties were recently annexed into the Village on June 25, 2018 and automatically zoned the most restrictive residential zoning category, as permitted by state statute and by Section 10-3-3 of the Zoning Code.

Village Planner Purvis stated notice of the public hearing was published in the July 25, 2018 edition of the Daily Herald. Property owners within 250 feet of the subject properties were notified by mail of the public hearing and a placard was placed on each of the properties.

Village Planner Purvis stated the Village of Glen Ellyn and the Village of Lombard entered into a Boundary Line Agreement in March of 2012 which was renegotiated in September of 2015 to exchange certain parcels on either side of the boundary. Village Planner Purvis stated one of the parcels that was to be removed from Lombard’s jurisdiction to become part of Glen Ellyn was 889 W. St. Charles Road (the northern parcel with the McKee structures and fleet building). Village Planner Purvis stated on May 1, 2017, the Village of Glen Ellyn and the DuPage County Forest Preserve District entered into a 50-year lease agreement that would allow the Village to re-purpose the fleet building for use as a salt storage facility. Village Planner Purvis stated this was the least costly salt storage option of many the Village considered. Village Planner Purvis stated following the approval of the lease agreement by both Boards, the Forest Preserve District petitioned the Village of Lombard to disconnect 889 W. St. Charles Road from their corporate limits, and the property was disconnected on May 17, 2018.

Village Planner Purvis stated in order to gain contiguity to this parcel, the Village annexed the vacant Forest Preserve owned lot to the south as well. Village Planner Purvis stated both parcels were automatically zoned RE residential zoning upon annexation. Village Planner Purvis stated the Village staff and the Forest Preserve District are in agreement that a more appropriate zoning classification for the subject properties would be CR - Conservation Recreation since neither parcel will be developed for residential use and will remain, for the most part, unimproved open space. Village Planner Purvis stated prior to annexation, the northern parcel was zoned CR - Conservation Recreation in the Village of Lombard, and the southern parcel was zoned R-4 single family residential in DuPage County (which does not have a zoning category for parks and open space).

Village Planner Purvis stated the Community Wide Plan within the Comprehensive Plan designates this part of the Village as "parks and open space." Village Planner Purvis stated it is also noted in the packet of the Community Wide Plan that the Village should "protect forest preserves and nature conservancies as important open space assets", highlighting these specific properties.

Village Planner Purvis stated the Plan Commission should consider and make a recommendation to the Village Board regarding which zoning district the Commission finds is most appropriate to apply to the subject properties.

Petitioner's Presentation

There was no presentation from the Petitioner.

Questions from the Plan Commission

There were no questions from the Plan Commissioners

Persons in Favor of or in Opposition to the Request

No one spoke in favor or in opposition to this request.

Commissioner Hartweg moved, seconded by Commissioner Heming-Littwin, to close the public hearing at 7:07 p.m. The motion carried unanimously by voice vote.

Comments from the Plan Commission

Commissioner Heming-Littwin stated she is fine with moving the zoning district to CR – Conservation Recreation, and the other Commissioners were in agreement.

Motion

Commissioner Heming-Littwin moved, seconded by Commissioner Mulherin to recommend the following:

After conducting a Public Hearing and deliberating on the appropriate zoning application for the properties at 889 W. St. Charles Road and “vacant parcel” Crescent Boulevard, the Plan Commission recommends the CR – Conservation Recreation for the properties in accordance with Section 10-10-13 of the Glen Ellyn Zoning Code and hereby adopts the findings of facts based on the presentation by the Village staff.

The motion carried with five (8) yes votes and zero no votes as follows: Plan Commissioners Fanella, Heming-Littwin, Hartweg, Mulherin, Saeed, Vavra and Vondruska and Chairperson Loch voted “yes.”

Public Hearing – Southeast Corner of St. Charles Road and Riford Road – Forest Hill Cemetery – Special Use Permit

On the agenda was a public hearing to consider a request for a Special Use Permit for the expansion of the Forest Hill Cemetery and to provide a Special Use Permit on the original Forest Hill Cemetery which is currently considered legal nonconforming.

PUBLIC HEARING – SOUTHEAST CORNER OF ST. CHARLES ROAD AND RIFORD ROAD – FOREST HILL CEMETERY – SPECIAL USE PERMIT

PUBLIC HEARING WITH DISCUSSION, CONSIDERATION, AND RECOMMENDATION REGARDING A REQUEST FOR APPROVAL OF AN APPLICATION FOR THE APPROVAL OF A SPECIAL USE PERMIT IN ACCORDANCE WITH SECTION 10-4-8(B) OF THE GLEN ELLYN ZONING CODE TO PERMIT THE OPERATION OF A CEMETERY WITHIN THE R2 SINGLE FAMILY RESIDENTIAL DISTRICT.

Staff Presentation

Village Planner Sterrett and Planning Intern Clements were sworn in. Planning Intern Clements stated the petitioner is the Forest Hill of Glen Ellyn Cemetery Association, owner and operator of the Forest Hill Cemetery. Planning Intern Clements stated the petitioner has requested a public hearing regarding an application for approval of a Special Use Permit to allow for the

expansion of an existing cemetery within the R2 Residential zoning district. Planning Intern Clements showed an overview map of the property and stated in order to expand the cemetery operation, the petitioner is specifically requesting approval of a Special Use Permit in accordance with Section 10-4-8(B) of the Zoning Code to permit the operation of a cemetery within the R2 Single Family Residential District.

Planning Intern Clements stated the subject property is located at the southeast corner of St. Charles Road and Riford Road, and the property lies south of Parkview Community Church and west of Churchill Woods Forest Preserve. Planning Intern Clements stated the property is zoned R2 Single Family Residential, and the land use and zoning of the properties in the surrounding area is R2 Single Family Residential and CR Conservation Recreation.

Planning Intern Clements stated notice of the public hearing was published in the July 25, 2018 edition of the Daily Herald. Property owners within 250 feet of the property were notified by mail of the public hearing and a placard was placed on the site.

Planning Intern Clements stated the petitioner is seeking approval of a Special Use Permit on newly-acquired property to allow the expansion of the existing Forest Hill Cemetery. Planning Intern Clements stated in addition to seeking approval of the newly acquired properties, the petitioner is also seeking to establish a special use permit on the existing cemetery so the entire cemetery, both new and existing, will operate under the same special use permit. Planning Intern Clements stated the cemetery, which has been in operation since 1879, was annexed into the Village in 1993 and included parcels 001, 002, 005, and 006. Planning Intern Clements stated at the time of the annexation, the cemetery was considered a legal nonconforming use and did not require a Special Use Permit to continue operation as a cemetery. Planning Interns Clements stated since the 1993 annexation, the cemetery has purchased four (4) additional parcels of land - Parcels 003 and 004 were purchased on November 23, 1994, Parcel 007 was purchased on August 30, 2013 and Parcel 009 was purchased on May 22, 2014. Planning Intern Clements stated because these properties were purchased after the annexation, they are not considered legal nonconforming and require a special use permit prior to the expansion of the cemetery into these parcels. Planning Intern Clements stated prior to expanding the cemetery into the newly acquired parcels and placing gravesites within, a special use permit for the use of a cemetery must be granted. Planning Intern Clements stated in 1995, the Glen Ellyn Zoning Code was amended by Ordinance 4282 which changed the definition of church to include the internment of ashes, and the Ordinance also included the addition of "cemetery" as a special use to the CR, R0, R1, and R2 zoning districts. Planning Intern Clements stated before the adoption of this Ordinance, "cemetery" was not listed as a permitted or special use for any zoning district within the Glen Ellyn Zoning Code.

Planning Intern Clements stated the cemetery has no future plans for the site other than to continue using the newly acquired parcels for grave sites, except 009 which will be maintained as a wooded wetland area. Planning Intern Clements stated the cemetery anticipates demolishing the single-family residence on parcel 007 and may construct a pond with landscaping. Planning Intern Clements stated the cemetery does not intend on moving forward with this until a later date and has no plans created for such.

Planning Intern Clements stated the cemetery currently has access on Riford Road, St. Charles Road, and Eastern Avenue, and these access points will remain unchanged. Planning Intern Clements stated the access from Eastern Avenue is currently dirt and will eventually be paved to match the other drives within the cemetery.

Planning Intern Clements stated a significant amount of wooded areas exist on the south of the property to adequately screen the cemetery from the adjacent residential areas. Planning Intern Clements stated a critical wetland exists on the far southeastern wooded portion of the property, and no work of any kind is proposed to occur in this area. Planning Intern Clements stated the limits of the critical wetland are on the east side of the Eastern Avenue right-of-way and do not cross over into the cemetery property where graves are proposed to be located. Planning Intern Clements stated although no wetlands exist elsewhere on the site, a wetland buffer of 100 feet would exist beyond the limits of the wetland, and this buffer may have construction activity occur within it provided that disturbed areas are restored to their existing state. Planning Intern Clements stated the area in the cemetery that is within 100 feet of the wetland is currently grass and must be restored to grass upon completion of the land-disturbing activity, in this case gravesites. Planning Intern Clements stated this 100-foot buffer would only affect a small portion of the cemetery along the west right-of-way line of Eastern Avenue.

Planning Intern Clements stated to ensure property management occurs when gravesites are placed near the western edge of the Eastern Avenue right-of-way, the Plan Commission may wish to consider a condition requiring the petitioner to prepare and submit a wetland delineation study that identifies the wetland limits, buffer area, and any buffer remediation work prior to any earthwork being performed within 75 feet of the west right-of-way line of Eastern Avenue.

Planning Intern Clements stated in 2014, the Forest Hill Cemetery was landmarked by the Village Board, and this landmarking included the original cemetery portion as well as the newly acquired property. Planning Intern Clements stated this landmarking does not affect the expansion of the cemetery into the newly acquired property.

Planning Intern Clements stated at the direction of staff, the petitioner is seeking to consolidate all eight (8) parcels. Planning Intern Clements stated this lot consolidation is reviewed and approved administratively and will be performed by staff.

Commissioner Mulherin asked if there is a plan for the residence that the cemetery purchased. Planning Intern Clements stated this residence may be demolished at some point in the future, but there are no plans or permits submitted at this point. Commissioner Mulherin asked about the topography of the wetland area. Planning Intern Clements stated the staff does have a topographical map, but it was not included in the Commissioners' packets.

Commissioner Saeed asked for a clarification on the critical wetland area. Village Planner Sterrett stated this area is considered a significant wetland per DuPage County so there needs to be a larger buffer distance between the edge of the wetland and outside the buffer. Village Planner Sterrett stated basically, the site essentially needs to go back to the way it was originally. Village Planner Sterrett stated the buffer is currently grass and is currently providing a minimal positive buffering for the wetland as is.

Commissioner Saeed asked about the parcel that is not owned on the map. Planning Intern Clements stated that parcel is private property. Commissioner Vavra asked if there is anything significant about the other house. Planning Intern Clements stated this home has not been included as a significant home on the Village's architectural surveys.

Commissioner Fanella asked if the buffer can be used for grave sites. Village Planner Sterrett stated grave sites can be placed in the buffer as long as the status of the site is restored to what it is now. Village Planner Sterrett stated there would be much more concern for this buffer if there were prairie plants being removed or impervious surface going in. Village Planner Sterrett stated grave sites in the buffer are not much more of an impact on this.

Commissioner Mulherin asked about the surface of the roads. Planning Intern Clements stated all roads are impervious surfaces with an earthen driveway as well. Planning Intern Clements stated Eastern Avenue is in the public right-of-way.

Petitioner's Presentation

There was no presentation given by the Petitioner.

Questions from the Plan Commission

Frances Cormany, the manager and secretary/treasurer of the Forest Hill Cemetery whose office is located at 485 N. Main Street, was sworn in.

Commissioner Heming-Littwin asked if the road would be paved at some point. Ms. Cormany stated this will be a matter of finances as it would cost approximately \$50,000 to pave this road. Ms. Cormany stated if the cemetery buys a property with a home on it, the cemetery is required to demolish this home within 10 years of the purchase. Commissioner Mulherin asked if the home is occupied. Ms. Cormany stated there are renters in the home who have lived there for approximately five years.

Commissioner Mulherin stated that there could possibly be opportunities for volunteer work for the demolition of the home to help keep the costs down. Ms. Cormany stated they will keep this in mind.

Commissioner Hartweg asked if it is more difficult to sell grave sites now than in the past. Ms. Cormany stated it can be; however, people still bury cremations as well.

Persons in Favor of or in Opposition to the Request

No one spoke in favor or in opposition to this request.

Commissioner Heming-Littwin moved, seconded by Commissioner Mulherin, to close the public hearing at 7:30 p.m. The motion carried unanimously by voice vote.

Comments from the Plan Commission

Commissioner Mulherin stated this request seems fine and logical as well.

Commissioner Heming-Littwin asked about possible condition of the wetland delineation study. Commissioner Fanella asked about the possible cost of this study. Village Planner Sterrett stated this study could be a few thousand dollars, but he is unsure on this. Village Planner Sterrett stated possibly DuPage County could provide assistance with this study as the county does have an engineer that can help with this. Village Planner Sterrett stated the cemetery is moving west to east, and the area in the buffer zone may not be updated for a long time. Village Planner Sterrett stated the code says, "Any earth work that takes places within 100 feet of a wetland."

Commissioner Vavra asked if the cemetery would be required to do this anyway to which Village Planner Sterrett stated they would. Commissioner Vavra asked why they would put a restriction in of 100 feet when DuPage County only requires 75 feet. Village Planner Sterrett stated the 100 feet from the edge of the wetland is a requirement.

Commissioner Hartweg asked if there can be a gravel road instead due to the cost. Village Planner Sterrett stated the road may have to be a hard surface as a gravel road may not be permissible, and this would have to follow the Village's parking requirements.

Chairperson Loch asked if the wetland boundary line has changed in the past 10 years. Village Planner Sterrett stated if it does come further out for any reason and place the condition of within 100 feet of the wetland then you are attaching this to the limits of the wetland.

Motion

Commissioner Heming-Littwin moved, seconded by Commissioner Vavra to recommend the following:

Having considered the application of the Forest Hill of Glen Ellyn Cemetery Association for approval of a Special Use Permit for the expansion of the Forest Hill Cemetery at the southeast corner of St. Charles Road and Riford Road in the R2 Residential District, the Plan Commission hereby adopts the findings of fact contained in the petitioner's application packets and presented by the petitioner at the public hearing as well as the findings included in the deliberations of the Plan Commission and recommends approval for the request subject to the following condition:

1. The petitioner shall prepare and submit to the Planning and Development Department a Wetland Delineation Study that identifies the wetland limits, buffer area and any buffer remediation work prior to any earth work being performed within 100 feet of the western boundary of the wetland.

The motion carried with five (8) yes votes and zero no votes as follows: Plan Commissioners Fanella, Heming-Littwin, Hartweg, Mulherin, Saeed, Vavra and Vondruska and Chairperson Loch voted "yes."

Village Planner Sterrett stated this will go before the Village Board for approval on August 27, 2018.

Trustee's Report

Village Trustee Pryde stated the Village Board had one meeting in late July and will have another in late August. Village Trustee Pryde stated there will be public meetings concerning the proposed 1.5 percent food and beverage tax which will help to achieve some of the Village's Capital Improvement projects. Village Trustee Pryde stated they are still moving down the path to building a parking garage behind the Civic Center. Village Trustee Pryde stated the Village Board voted to approve funding to rehabilitate the Civic Center along with the HVAC system being addressed as well. Village Trustee Pryde stated they hope the work on the Civic Center will commence in the next 60 days.

Village Trustee Pryde stated there was an initial meeting of the Comprehensive Plan Committee, and there will be two or three stakeholder meetings for outside interest groups later in August. Chairperson Loch extended an invite to the Commissioners for these meetings.

Chairperson's Report

Chairperson Loch again encouraged the Commissioners to attend one of the stakeholder meetings.

Staff Report

Village Planner Sterrett stated there is an application coming before the Commission in late fall or early winter for Raising Cain, which is proposed to go in the Arby's and Caribou's sites. Village Planner Sterrett stated they will start to see activity at the Enterprise site as well.

Chairperson Loch asked when CVS would be completed. Village Planner Sterrett stated possibly in October, or this completion could be pushed out a bit.

Commissioner Heming-Littwin stated that Fresh Market did close. Village Planner Sterrett stated the Village will start actively pursuing economic development for this property.

Village Planner Sterrett stated for the Comprehensive Plan update, there will be a link to this website on the Village's website.

Trustee Heming-Littwin asked if there has been any movement on the True North property. Village Trustee Pryde stated there has been nothing on this, and this is still in the process.

Commissioner Mulherin asked about the Giesche property. Village Planner Sterrett stated plans have been submitted three to four weeks ago, and this application could come before the Plan Commission in October or November.

Chairperson Loch asked about any movement on the McChesney property to which Village Trustee Pryde stated there is not.

Other Business

None

Adjournment

Commissioner Heming-Littwin moved, seconded by Commissioner Vondruska, to adjourn the meeting at 7:33 p.m. The motion carried unanimously by voice vote.

Respectfully Submitted,

Debbie Solomon
Recording Secretary