



Agenda
Village of Glen Ellyn
Plan Commission Meeting
Thursday, August 26, 2021
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

- A. Call to Order**
- B. Public Comment (Non Agenda Items)**
- C. Approval of Draft Minutes from August 12, 2021**
 - 1) August 12, 2021 Minutes
- D. Public Meeting**
 - 1) 844, 850, and 856 Forest Avenue - Pre-Application Meeting for a Proposed 16-Unit Rowhouse Development
- E. Trustee's Report**
- F. Chairman's Report**
- G. Staff Report**

cc: Plan Commission Members
Steve Thompson, Trustee Liaison
Kelly Purvis, Staff Liaison
Barbara Dutton, Recording Secretary
Staci Springer, Community Development Director
Atrian Fard, Planner
Associate Planner
Lori Gloude, Administrative Assistant
Mark Franz, Village Manager
Emily Rodman, Assistant Village Manager
Meredith Hannah, Economic Development Coordinator
Megan Plahm, Communications Coordinator
Brian Baltudis, Facilities Manager
Dave Harris, Glen Ellyn Park District
Emily Tammaru, Community Consolidated School District 89
Seth Chapman, Glenbard School District 87
Eric DePorter, Glen Ellyn School District 41
Dawn Bussey, Glen Ellyn Public Library

Dear Interested Citizens:

This note provides you with information regarding the process of amending the Village Code. Once public comments, discussions and considerations have been completed, the Building Board of Appeals makes a recommendation to the Village Board. The recommendation, along with the meeting minutes, summary report and all related material, is then scheduled for consideration by the Village Board at one or two meetings. The recommendation may first be considered by the Village Board at a workshop meeting, which will be held on a Monday at 7:00 p.m. The recommendation may then be considered at a formal meeting of the Village Board at 7:00 p.m., for a formal decision. To confirm exact dates for these Village Board meetings, please call 630-547-5244. The Village Board meets in the Board Room on the third floor of the Civic Center, 535 Duane Street.

Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact the Village at least 24 hours before the meeting.

H. Other Business

I. Adjournment



**Glen Ellyn Plan
Commission**
535 Duane Street
Glen Ellyn, IL 60137

Meeting 8/26/2021 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Minutes
Prepared By: Atrin Fard, Kelly Purvis

**AGENDA ITEM (ID
2021-1365)**

DOC ID: 2021-1365

August 12, 2021 Minutes

Statement of the Issue:

Please see attached.

Analysis:

Please see attached.

Budget Impact:

Please see attached.

Action Requested:

Please see attached.

Attachments:

1. 8-12-21 Plan Commission Meeting Minutes-DRAFT

DRAFT MINUTES
REGULAR PLAN COMMISSION MEETING
August 12, 2021

Call to Order and Roll Call

The meeting was called to order at 7:02 p.m. by Chairperson Tim Loftus, who described the Commission's charge and function relative to zoning considerations. He introduced meeting participants Village Board Trustee Liaison Steve Thompson, Planning Manager Kelly Purvis, Planner Atrian Fard, Planning Intern Josh Hankins and Recording Secretary Barbara Dutton.

Roll was called. Present: Chairperson Loftus and Plan Commissioners Lloyd Berry, Laura Brown, Angela Fanella, Peter Cooper, Mohammed Saeed and Jamie Vondruska. Commissioner Matt Halkyard was absent.

Public Comment Non-Agenda Items

There was no public comment pertaining to non-agenda items.

Approval of Plan Commission Meeting Minutes

Commissioner Vondruska moved to approve the draft minutes of the July 8, 2021 Plan Commission meeting; seconded by Commissioner Berry. The motion passed by voice vote.

Motion to Open the Public Hearing to consider a Special Use Permit to Allow a Social Club and Office (Coworking Space) at 535 Pennsylvania Avenue (The Enclave)

A motion to open the Public Hearing for 535 Pennsylvania Avenue to consider A Special Use Permit to Allow a Social Club and Office (Coworking Space) at 535 Pennsylvania Avenue (The Enclave) was made by Commissioner Fanella and seconded by Commissioner Vondruska. The motion passed by voice vote.

Staff Introduction

Village Planning Manager Kelly Purvis and Planner Atrian Khodadadi Fard, 535 Duane Street, were sworn in. Introducing the Public Hearing topic, the latter stated that the Petitioner, the owner of The Enclave, seeks a Special Use Permit for a coworking office and social club with occasional special events on the premises. Planner Fard described the subject property location, which features retail in which it lies, as situated among commercial office, retail and entertainment businesses. She recounted that the enterprise opened in February 2020 as a retailer of furniture and decor – an operation permitted by right in the C5A zoning district – but subsequently it became apparent that the emphasis was more on running a coworking and social club establishment. Consequently, the Village required the owner to apply for a Special Use Permit (SUP). When this proposal was reviewed by the Plan Commission previously, several issues were cited: signage promoting the retail aspect of the business was absent, a “storefront” appearance was lacking due to “black-out” window shades; the establishment was not open regular business hours and merchandise didn't have price tags; and marketing conveyed the coworking office and social club aspects of the business over retail. Instead of proceeding to the Board, related Fard, the Petitioner chose to make the following changes to render the proposal acceptable to

the Plan Commission: advertising retail more; posting hours of operation and signage; adding price book for customers to use, altering window shade treatment to allow more visibility into the space; new merchandise was added to the offerings and a tab was added to The Enclave website specifically for retail. Planner Fard summarized the business model as one offering coworking space during the day in which members can work from home and meet with clients, while evenings would afford a lounge for social purposes. The environment, she explained, features a self-service bar area and all members have climate-controlled lockers for storing liquor to serve to up to two guests at a time. According to Enclave's website, she said, members must be at least 25 years old. Regular coworking and social club hours are specified as 9-4:30, she said, with after-hours access available to members via a bio-metric scanner.

Planner Fard described the "experiential" concept of the retail business, characterized by members being allowed to purchase amenities/decorations used on the premises. Items are also for sale through the website. She stated that records indicate that 80 percent of purchases were made by appointment. With average monthly sales comprising less than half of the enterprise's revenue, she explained, the Special Use request was made to reflect that more than half the revenue is from the coworking- social club dimension, rendering this the primary business of the enterprise, necessitating a SUP. Planner Fard displayed an image of The Enclave's floor plan, considered atypical of retail spaces; an aerial image of the building showing some 15 spaces in an associated parking lot of, as well as parking on the street; and a photo of the front of the building with new signage, and shades removed for public shopping hours. Further, she noted, the applicants have secured for its members discounts at local restaurants. Planner Fard listed Staff-recommended conditions for approval of the Special Use request, including substantial conformance with plans and testimony provided, maximum occupancy adherence, visibility into the establishments during normal hours (at which time doors are to be unlocked). Chairperson Loftus asked whether there is minimum number of hours required for retail businesses to be open. Planning Manager Purvis replied, "No," that such is up to individual business owners.

Petitioner's Presentation

Sworn in, Petitioner Robert Kellman, 535 Pennsylvania Avenue, Glen Ellyn, introduced an investor in Enclave who was also present. Mr. Kellman described the enterprise as a "hybrid" in that in addition to offering coworking space, it sells furniture and housewares. He related that the establishment, located at the edge of the commercial business district, opened in January 2020 for some six weeks, experiencing a "rocky start," but that Enclave is proud to partner with local businesses and be active in the community. The Petitioner went on to describe the "experiential retail" concept associated with Enclave: the concept, he conveyed, denotes a new type of retail that is popular on the Coasts. In application, potential customers use the goods on offer – perhaps in an unconventional way, he explained, citing as an example, a dining room chair used as an office chair. The coworking aspect of the business, he continued, is meant to dovetail with the retail dimension, enhanced by an interior designer network. The Petitioner stated that in the concept the coworking space *is* the retail space, listing conference rooms, phone booths, and a large, open shared space as components of the facility. Enclave, stated Mr. Kellman, has 71 members, the vast majority of whom are Glen Ellyn residents. He stated that

the club's members come downtown three -four times a week on average, which he said is two to three times more often than the average Village resident. He presented a few member testimonials.

Mr. Kellman concluded his presentation by saying that Covid didn't allow sufficient time for Enclave to develop relationships and get the full retail offering off the ground before being shut down, and hence it "leaned into the coworking side." Now, however, with Covid diminished, he said, the retail has picked up, representing 46 percent of the business' revenues – a share he maintains would have been more than half if the coworking aspect hadn't outpaced it due to conditions, inverting the emphasis. He added that coworking members are working from home, a trend he expects to remain. Daily use, he said, typically sees six to eight members, mostly during normal business hours (according to finger-scan reports). He added, due to a staffing shortage, retail hours are reduced, but he thinks this temporary.

Commissioner Vondruska said he was glad to get an explanation of "experiential retail," and asked the Petitioner if, given the modest retail offerings seen and that approval was recently granted for another coworking operation, committing to retail might limit Enclave, and whether keeping doors open during the day would present a problem. The Petitioner responded that he doesn't see limitations nor does he envision changes to the model. Commissioner Berry asked if during business hours staff qualified to sell retail is present, to which the Petitioner responded affirmatively. Commissioner Saeed asked if one needed to be a member to use the facility. Mr. Kellman replied that membership is necessary to use the coworking space.

Commissioner Berry observed that there wasn't much information on the Enclave website about retail. He said he's supportive of the Special Use but believes retail should be more prominent. The Petitioner attributed the website arrangement to a cheaper approach taken to update it. Chairperson Loftus asked if the Village derives any income from memberships. Planner Purvis stated it does not. Commissioner Brown asked if the Petitioner's Downers Grove operation has the same business model. Replying that this location, though similar in model, is not open yet, Mr. Kellman indicated it remains to be seen. Commissioner Cooper asked, since members could store and serve liquor on the premises, if there are any BASSET (Beverage Alcohol Sellers and Servers Education and Training) considerations. After being sworn in, Community Development Director Staci Springer, 535 Duane Street, stated that she can look into this, but that usually there are no BASSETT requirements with "bring your own licenses," as the scenario is akin to serving liquor in a home setting. The Petitioner stated that he and staff are BASSET-trained/certified and that members have to sign an agreement to abide by rules and indemnify Enclave and the Village. Commissioner Fanella asked if there are plans to rent the space out for events. Mr. Kellman stated none are planned.

Public Comment

None.

Commissioner Berry moved to close the Public Hearing; seconded by Commissioner Brown, the motion passed by voice vote.

Commissioner Discussion

Commissioner Berry said he thinks coworking space is great for the community, and that with 150-200 new apartment units on the market, it behooves the Village to have that type of offering. He opined that, the less than 2 percent of the members reported using the facility after 6 p.m. should address concerns expressed by Police Chief Norton at the last meeting. In that the Commissioner thinks the Petitioner addressed all of the issues brought up, the Commissioner is in support of the proposal.

Commissioner Vondruska voiced support of the Special Use, saying coworking space is valuable, while Commissioner Saeed expressed support in what he suggested is a “very new” concept for the Village. Concurring with Commissioner Berry, Commissioner Fanella said she believes the Petitioner has addressed the concerns voiced. She did, however, express that she thought this second coworking business downtown reaches a saturation point for such space in the district, but threw out the hint that more indoor spaces at which to book parties would be welcome. Commissioner Brown went on record in support of the proposal. Commissioner Cooper agreed with his fellow commissioners that adding coworking space to the community would be beneficial, but said he doesn’t want to see the space become a private club with extended hours that takes the facility out of the Village’s supervision; otherwise, he is supportive of the proposal. Chairperson Loftus voiced agreement with co-commissioners, adding that he is glad that half the business’s revenue is retail, as this provides funding to the Village. Conveying interest in seeing how this new business trend goes, and said he could support the Special Use Permit.

Commissioner Vondruska moved for the following:

After conducting a public hearing and deliberating on the request of the petitioner, Robert Kellman, for approval of a Special Use to allow a social club and office at 535 Pennsylvania Avenue in the C5A Central Retail Core Subdistrict, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on August 12, 2021, which are hereby incorporated into the Motion by reference as though fully set forth herein, and a copy of which will be attached to the minutes of this meeting and kept on file as part of the permanent records of the Village. The Plan Commission makes this recommendation of approval with the following conditions:

1. That the project be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.
2. At no time shall occupancy exceed the posted maximum occupancy limit as determined by the Community Development Department.
3. Visibility into the establishment shall be provided during normal business hours.

Seconded by Commissioner Fanella, the motion passed by roll call vote: Commissioners Vondruska Fanella, Berry, Brown, Cooper, Saeed and Chairperson Loftus all voted “yes.”

Motion to Open and Continue until September 9, 2021 a Public Hearing on Brookshire Subdivision Jenna Court HOA Request for Sign Variation

A motion to open a Public Hearing concerning a request for a sign Variation for the Brookshire Subdivision was made by Commissioner Berry and seconded by Commissioner Brown. The motion passed by voice vote. A motion to continue until September 9th the Public Hearing concerning a request

for a sign Variation for the Brookshire Subdivision was made by Commissioner Fanella and seconded by Commissioner Vondruska. The motion passed by voice vote.

Trustee's Report

Trustee Thompson announced that the parking garage associated with the Apex apartment building development is partially open. The complex, he related, is scheduled for substantial completion February 22, 2022. He announced that a new Village commission is being formed; the Community Relations Commission, headed by Sania Irwin, is to focus on social relationships. He invited parties interested in serving on the body to submit an application. Trustee Thompson also related that the Village is reviewing the EMS contract, which governs ambulance service. Announcing that the architectural review process is to be reintroduced to Village deliberations, he invited input on how the process might operate. Finally, he reported that the Board is to receive an update from a consultant engaged to perform a market study pertaining to grocery stores in the downtown.

Chairman's Report

Chairperson Loftus welcomed new Commissioners Peter Cooper and Matt Halkyard, and said consideration is underway for filling the ninth spot on the Commission.

Staff Report

Planning Manager Purvis introduced new Village Planner Atrian Fard, and Planning Intern Josh Hankins, and said the effort to fill the Associate Planner spot continues. To a question from Commissioner Berry as to the status of the Glenwood Station complex, she said she thinks the developers are looking to sync up with the Village streetscape effort, and so she expects to see plans relative to the structure for a building permit in the Fall. She said Commission training will be held September 2nd. In response to a query from Commissioner Brown regarding progress on the chiropractor office planned for Five Corners, Development Director Springer said that, although the property had been purchased, the Village hasn't heard anything from the owner. She related that the Village is buying the hotel property on Roosevelt Road, but said the deal hasn't yet closed as the seller is working to get tenants out first. She added that the Village will look to hire a consultant to help craft an RFP to find a developer for the property. She also reported that the U.S. Bank property was purchased by the developer that built the Avere apartment building, and who, she said, is working on preliminary plans and a TIF request for consideration by the Village Board; if successful there, a proposal would move to the Plan Commission.

Other Business

None.

Adjournment

Chairperson Loftus adjourned the meeting at 8:15 p.m. following a voice vote on a motion to adjourn by Commissioner Vondruska, seconded by Commissioner Cooper.

Respectfully submitted,

Barbara Dutton-Thomas, Recording Secretary



**Glen Ellyn Plan
Commission**
535 Duane Street
Glen Ellyn, IL 60137

Meeting 8/26/2021 7:00 PM
Department: Community Development
Department Head: Staci Springer
Category: Discussion Item
Prepared By: Atrin Fard, Kelly Purvis

**AGENDA ITEM (ID
2021-1366)**

DOC ID: 2021-1366

844, 850, and 856 Forest Avenue - Pre-Application Meeting for a Proposed 16-Unit Rowhouse Development

Statement of the Issue:

Please see attached.

Analysis:

Please see attached.

Budget Impact:

Please see attached.

Action Requested:

Please see attached.

Attachments:

1. PC Pre-App Staff Report 08-26-21
2. 1. Petitioner's Pre-Application
3. 2. Applicant's Narrative Statement
4. 3. Aerial Plan
5. 4. Plat of survey
6. 5. Site Plan
7. 6. Area Matrix
8. 7. Conceptual Design Samples
9. 8. Public Notice
10. 9. List of properties that received notice
11. 10. Public Notice Map
12. 11. Aerial Map
13. 12. Zoning Map
14. 13. 2-Foot Contour Map

15. 14. TownhomeRowhouse Examples in Glen Ellyn

STAFF REPORT

TO: Glen Ellyn Plan Commission

FROM: Kelly Purvis, Planning Manager
Atrian Fard, Village Planner

DATE: August 17, 2021

FOR: August 26, 2021 Plan Commission Meeting

SUBJECT: 844-856 Forest Avenue – Forest Rowhouses
Pre-application Meeting for a Planned Unit Development

PETITIONER: The petitioner is Mr. Richard Scheck, owner of Scheck International and contract purchaser for the subject property, represented by Mr. Craig Pryde with KTG Architecture + Planning.

REQUEST: Pre-application meeting regarding a request for review of a Preliminary Planned Unit Development (PUD) concept plan for a 16-unit rowhouse (attached single-family) development on the properties located at 844 – 856 Forest Avenue.

LOCATION: The subject property is comprised of three lots and is located at the northwest corner of Forest Avenue and St. Charles Road, approximately 380 feet east of St. Charles Road's intersection with North Main Street. The site includes one corner lot, with 76 feet of frontage along St. Charles Road. The combined corner side yard frontage of all three properties along Forest Avenue is approximately 272 feet. The northern two lots do not have frontage along St. Charles Road but extend west with an average depth of approximately 196 feet.

ZONING: The subject site is zoned R2 Single Family Residential District and is currently vacant. As part of the proposal, the petitioner plans to request approval of R3 zoning for the entire property. To the west, the subject property is adjacent to the R2 Residential District as well as B-2 General Business District of unincorporated DuPage County. The adjacent property directly to the north, as well as those to the east across Forest Avenue, are located in the R-4 Single-Family Residential District of unincorporated DuPage County. The property directly to the south, across St. Charles Road is R2 Residential.

PUBLIC NOTICE: Although public notification is not statutorily required for a pre-application meeting, on August 19, 2021, staff mailed notifications to the property owners within 350 feet of the subject property.

COMPREHENSIVE

PLAN: The 2001 Comprehensive Plan recommends single family residential development for the subject site. While the draft Comprehensive Plan update is yet to be approved and adopted by the Village Board, the draft plan encourages attached single family development on the site, to further diversify housing options by developing higher-density single-family attached units that conform to the character of the surrounding residential neighborhood. The Plan Commission unanimously recommended approval of the draft Comprehensive Plan on March 11, 2021.

REVIEW

PROCESS: In order to proceed with the project, the petitioner will need to receive approval of a Zoning Map Amendment, a Preliminary and Final Planned Unit Development Plat and Plan with zoning deviations, and Exterior Appearance. Staff would suggest the Preliminary and Final PUD plans be reviewed as a one-step process.

PROJECT

SUMMARY: The total site is approximately 37,608 square feet (.86 acres) and all three parcels are currently vacant. The petitioner is in the process of acquiring the land and is proposing to assemble the three individual parcels to construct 4 freestanding, three-story buildings. Each building would have 4 rowhouse units for a total of 16 rowhouses on the site. Each unit would have an attached rear-loaded garage on the first level of the building. The unit mix for the 16-unit rowhouses consists of ten 3-bedroom, 2.5-bathroom units with two-car garages and six 2-bedroom, 2-bathroom units with one-car garages, ranging from 1,920 square feet to 2,400 square feet. More Information about the project is provided below.

1. Rezoning. The subject site is currently zoned R2. The petitioner is proposing a Zoning Map Amendment to rezone the subject property to the R3 Residential zoning district. Attached single family developments (rowhouses/townhomes) are generally encouraged as a transition between commercial and single-family zoning districts. Therefore, staff believes that the proposed zoning is appropriate for the site, given the single family residential uses around the site and commercial uses to the west.
2. Use. The proposed use is defined as an attached single-family

development with four dwelling units per building which is a permitted use in the R3 district. However, the petitioner will be required to seek a Special Use Permit for a Planned Unit Development since there will be four principal structures on one zoning lot.

3. Plat. The site is currently made up of three lots. In accordance with Section 10-10-10(B)10 of the Zoning Code, the petitioner will be required to consolidate the property into one lot. The Planned Unit Development Plat and Plan, will be presented to the Plan Commission and Village Board for approval.
4. Lot Width. The subject property is 81' in width, which is less than the 90' required width for corner lots with attached single-family dwellings in R3 district. The petitioner would need to receive approval of a corner lot width variation to proceed with the project.
5. Density. The project is out of compliance with the density standards in the Zoning Code. The Code requires a lot area of 4,950 square feet per unit for attached single-family dwellings in the R3 district. In accordance with this requirement, seven units would be permitted on this property while sixteen are proposed (2,350 square feet per dwelling unit). Under the Residential PUD standards, the number of dwelling units permitted per lot may be increased up to 20 percent (equal to an additional 1.5 dwelling units) if the development offers amenities such as 25% open areas, pedestrian facilities, provision of enclosed structures for 50% of all required parking, etc.

The project has an FAR of 0.94 and therefore also exceeds the maximum FAR of 0.4 permitted for Residential Planned Unit Developments. Therefore, deviations will be needed to allow the proposed density.

Staff has attached a few examples of Village townhome projects with similar densities to the proposed development such as Courtyards of Glen Ellyn, Duane Street Rowhouses, The Mews of In-Town Glen Ellyn, etc.

6. Building Setbacks. The required and proposed building setbacks are as follows.

Setback	Required	Proposed
Front Yard (South)	30 feet and approx. 22 feet (setback of house on	13.33 feet

	adjacent property) ⁱ	
Rear Yard (North)	40 feet	16.41 feet
Corner Side Yard (East)	30% of lot width or 24.3 feet ⁱⁱ	15 feet
Interior Side Yard (West)	10 feet	21.06 feet

7. Impervious Surface. As shown on the Preliminary Site Plan, it is anticipated that the project would require deviations for increased impervious surface coverage in the required front and rear yards. The Code permits 50% or less of each required front, corner side, and rear yard (calculated independently), to be impervious surface in the R3 zoning district. An impervious surface setback of 2.43' (3% of lot width), is required on all sides of the site. The sidewalk at the rear appears to be the closest impervious surface to a property line on the site with a distance of approximately 2' from the property line. Therefore, a deviation will be needed for impervious surface in the required yards and may be needed for the impervious setback if it is not brought into compliance.
8. Building Height. It is anticipated that the proposed buildings would comply with the maximum height of 35 feet permitted in the R3 district. With a Special Use Permit, buildings may be constructed up to 45 feet in height in the R3 district.
9. Building Spacing. The spacing between adjacent principal buildings is proposed to be 10', where the Residential PUD standards require 18-feet of spacing between principal buildings in a development. Therefore, a deviation will be required.
10. Parking/Garage. Two parking spaces are required by Code for each unit. According to the petitioner's narrative, six of the rowhouses (smaller units) would have a one car garage and one off street parking space, while ten of the dwelling units would have two enclosed garage spaces. The site plan also shows a parking space reserved for the handicapped. It appears that the petitioner will need to receive approval of a deviation for the proposed size of the off street parking spaces as presented, which are planned to measure ten feet in width

i Section 10-4-10(D)1(b) – The proposed principal structure (or addition thereto) shall be no closer to the street than the closest principal structure on either adjacent lot on the same block and same side of the street.

ii Section 10-4-10(D)4(b) – On a parcel with a nonconforming lot width, the minimum corner side yard setback shall be 30 percent of the lot width.

and 18 feet in length each, where an off street parking space shall be at least nine-feet wide and 19-feet long by Code.

11. Drive Aisle Width. The proposed drive aisle width would also require a deviation, as a minimum aisle of 23 feet is required. While the majority of the site has a 20-foot drive aisle the width would narrow to 16 feet towards the south end (close to St. Charles Road).
12. Access/Circulation. As previously noted, a two-way access drive to the site is proposed on Forest Avenue. Per the petitioner's narrative statement, refuse would be collected from each unit (rather than from a common enclosure). Staff notes that there could be some difficulty for truck circulation on the site. While the proposed extra paved space at the two ends of the shared drive aisle could provide some room for a smaller vehicle to turn around if needed, refuse trucks, snow plows and fire trucks would likely need to back out of the site. As part of the formal project review, the Village's traffic consultant will review access, circulation and increased traffic generated by the development to determine if the proposed design is appropriate.
13. Driveway Approach Width. A shared driveway is proposed for the project, which provides access from Forest Avenue to each garage and the surface parking lot spaces. The driveway approach is proposed to be 20 feet wide; the Code requires a minimum width of 24 feet for a two-way driveway approach, which is intended to accommodate truck traffic such as garbage trucks. Therefore, a variation will be needed.
14. Open Space. The Residential PUD standards require that a minimum of 20% of the site be maintained as open space. The area of land set aside for common open space, shall not be of an isolated or of an unusable size and/or character. Compliance with this standard will be confirmed as part of the formal application process.
15. Landscaping. The preliminary site plan illustrates the addition of trees and some landscape screening for the development. As part of a formal submittal, a landscape plan including a variety of trees and plant materials will be required. Accordingly, it is anticipated that the project may need an additional deviation with respect to the required 10-foot wide landscaped buffer strip along the west side and north, rear property lines, which is required of all residential PUDs. Furthermore, significant landscaping should be provided along the west and south side property lines to provide screening of the surface parking spaces from the single-family residential use to the south.

16. Exterior Appearance. The architectural design for the project has yet to be determined. The petitioner has indicated however, that a transitional, more contemporary design is anticipated with flat or low slope roofs with building materials consisting of primarily brick/stone veneer and fiber cement siding/paneling. The windows would be dark framed vinyl windows with operable sashes. A few concept photos, which show the type of architecture being considered are attached.
17. Stormwater Detention. Staff notes that the amount of net new impervious surface is at or near the threshold of 25,000 square feet, which would require detention to be provided on site. This will be further evaluated as part of the formal submittal.

PLAN COMMISSION ACTION:

The Plan Commission is being asked to conduct a pre-application conference and provide comments that will assist the petitioner in preparing a formal application. In reviewing the project, the Plan Commission may wish to consider/provide feedback regarding the following:

1. If the Commission is supportive of the overall development concept.
2. If the Commission is supportive of the proposed R3 rezoning of the property.
3. Provide feedback on the proposed density.
4. Discuss and provide feedback regarding the anticipated deviation requests including: lot width, reduced front, corner side, and rear yard setbacks, a reduced lot area per dwelling unit, increased FAR, increased impervious surface coverage in the front and rear yards, reduced impervious surface setback at the rear, reduced building spacing, reduced driveway width, reduced minimum size of parking space, and reduced landscaped buffer strip along the west side yard and rear yard.
5. Clarify any concerns.

ATTACHMENTS:

1. Petitioner's Pre-Application
2. Applicant's Narrative Statement
3. Aerial Plan
4. Plat of Survey
5. Site Plan

6. Area Matrix
7. Conceptual Design Samples
8. Public Notice
9. List of properties that received notice
10. Public Notice Map
11. Aerial Map
12. Zoning Map
13. 2-Foot Contour Map
14. Townhome/Rowhouse Examples in Glen Ellyn

cc: Staci Springer, Community Development Director
Rick Scheck, Petitioner
Craig Pryde, Project Architect

X:\Plandev\PLANNING\DEVELOPMENT PROJECTS\Forest\Forest 844, 850, and 856, Forest Rowhouses\Staff
Reports and Ordinances

Application for Commission Pre-Application Meeting

The purpose of a pre-application meeting is to receive preliminary comments for a proposal before detailed plans are developed and a formal application is submitted.

CLEAR PAGE

I. APPLICATION INFORMATION:

- A. Date Filed: **07/06/2021**
- B. Project Name: **Forest Row**
- C. Project Description: **Townhome/ Row Home Development (PUD)**
- D. Address of Property: **844, 850, and 856 Forest Avenue, Glen Ellyn, IL**
- E. Permanent Index No: **05-02-413-024, 025, and 027** Zoning: **R2**
- F. Name of Applicant: **Rick Scheck/ Scheck Intl**
- G. Address of Applicant: **678 Oak Street, Glen Ellyn IL 60137**
- H. Phone No. (Business): _____ (Home) _____
- I. Fax No. (Business): _____ (Mobile) **708.514.5921**
- J. E-mail Address of Applicant: **rscheck@ScheckIntl.com**
- K. Name of Property Owner: **Hartz Construction**
- L. Address of Property Owner: **9026 Hertiage Parkway, Woodridge, IL 60517**
- M. Phone No. (Business): **630-228-3800** (Home) _____
- N. Fax No. (Business): _____ (Mobile) _____
- O. E-Mail Address of Property Owner: **lhartz@hartzhomes.com**

II. SUBMISSION REQUIRMENTS

1. Application Fee - \$250.00
2. Application Form
3. Cover Letter describing the project.
4. Plats of Survey or Existing Conditions Plan showing any existing buildings and associated setbacks.
5. Concept Plan showing any proposed buildings and associated setbacks, parking lot dimensions and all landscape/impervious surface setbacks.
6. Preliminary Building Elevations
7. Preliminary Sign Plan and Elevations
8. Any other plans or information for which preliminary feedback is requested.

Signature: _____

Date: **7/13/21**

Project Narrative

The proposed project located at 844 Forest Ave will provide 16 new residential townhome units near the northeast corner of Five Corners. Townhomes are a necessary housing typology within the Glen Ellyn community along with the many traditional single-family homes. As Glen Ellyn looks to attract new residents, this project will provide new 2 bedroom units at a competitive cost to the existing smaller single-family homes and a 3 bedroom unit that is attractive to the empty nesters looking to downsize from their larger more expensive homes. In both cases, this should serve a need within the community and expand / retain the resident population of the Village.

As a PUD, the project seeks to consolidate and rezone the existing parcels to an R3 zoning. After discussion with the Village Planning Staff, this district would provide a transitional zoning between the residential lots to the east / north of the subject property and the commercial uses to the west (along Main Street). The existing parcels have been vacant for many years and a recent proposed commercial use was denied. Townhomes are a transitional housing product that provides for modest density, modest to reasonable living areas, open space and in many cases a more affordable cost to the resident.

The size of the proposed project can support the proposed 16 units and provide 2 parking spaces per unit with additional guest parking on site, so as to not burden the surrounding single family properties across Forest Ave. Access to the proposed development is from Forest Ave and the site can be served from both Main Street or St Charles Rd. This offers 2 means of entering and leaving the site to reduce the overall traffic impact of the project. Also, since this is a single family development, not all vehicles within the development may leave the property at the same time, further reducing the impact to existing traffic patterns.

The project will provide two unit types; a 2 bedroom, 2 bath with 1 car garage and a 3 bedroom 2.5 bath with 2 car garage. On site parking is available to allow for 2 spaces per unit and additional guest parking. Trash shall be individually collected and stored within the garages. The site plan allows for collection of trash on site and maneuverability of the trash vehicles is necessary. The site plan also allows for fire vehicle access to the rear of the units if necessary.

The R3 zoning limits the number of units per building to a maximum of 4. The site plan provides (4) buildings of 4 units. Building heights are anticipated to be 3 stories and approximately 35 ft to 37 ft. Buildings are separated by at least 10 ft to allow for windows on the side elevations. The architectural style of the project is not yet finalized but a transitional, more contemporary design is anticipated with flat or low slope roofs. Building materials are anticipated to be primarily brick/ stone veneer and fiber cement siding/ paneling. Windows are anticipated to be dark framed vinyl windows with operable sashes.

The site plan provides for a single entrance location on Forest Ave, located a safe distance from the intersection of St. Charles Rd. The front yard setback is reduced to 15 ft as this is more consistent with an urban townhome project and allows for rear entry garages for all units. All unit entries shall face the

public right of way or a side yards. The vehicle circulation and parking shall be screened from view by the units or the sloping grade / elevated property to the west. The existing site is void of existing trees and the existing utilities that serve the properties to the west can be relocated into the proposed entry drive or landscape areas allowing for the proposed development.

Land cost is a large factor in the affordability of housing. By providing an increased density within this development the land cost per unit is significantly reduced compared to a traditional single-family home. Also, the associated utility costs to support the entire development are also spread across the 16 residential units and contributes to overall affordability. The smaller townhome style units will also provide the Village with additional property tax revenue but at a lower more affordable rate than the adjacent single-family homes.

Finally, this development can serve as a catalyst for future redevelopment of the adjacent unincorporated property to the west, along Main Street and provide a transitional buffer to a more dense and vibrant mixed-use oriented land use to enhance and complete the Five Corners neighborhood.



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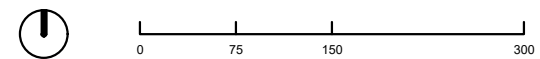
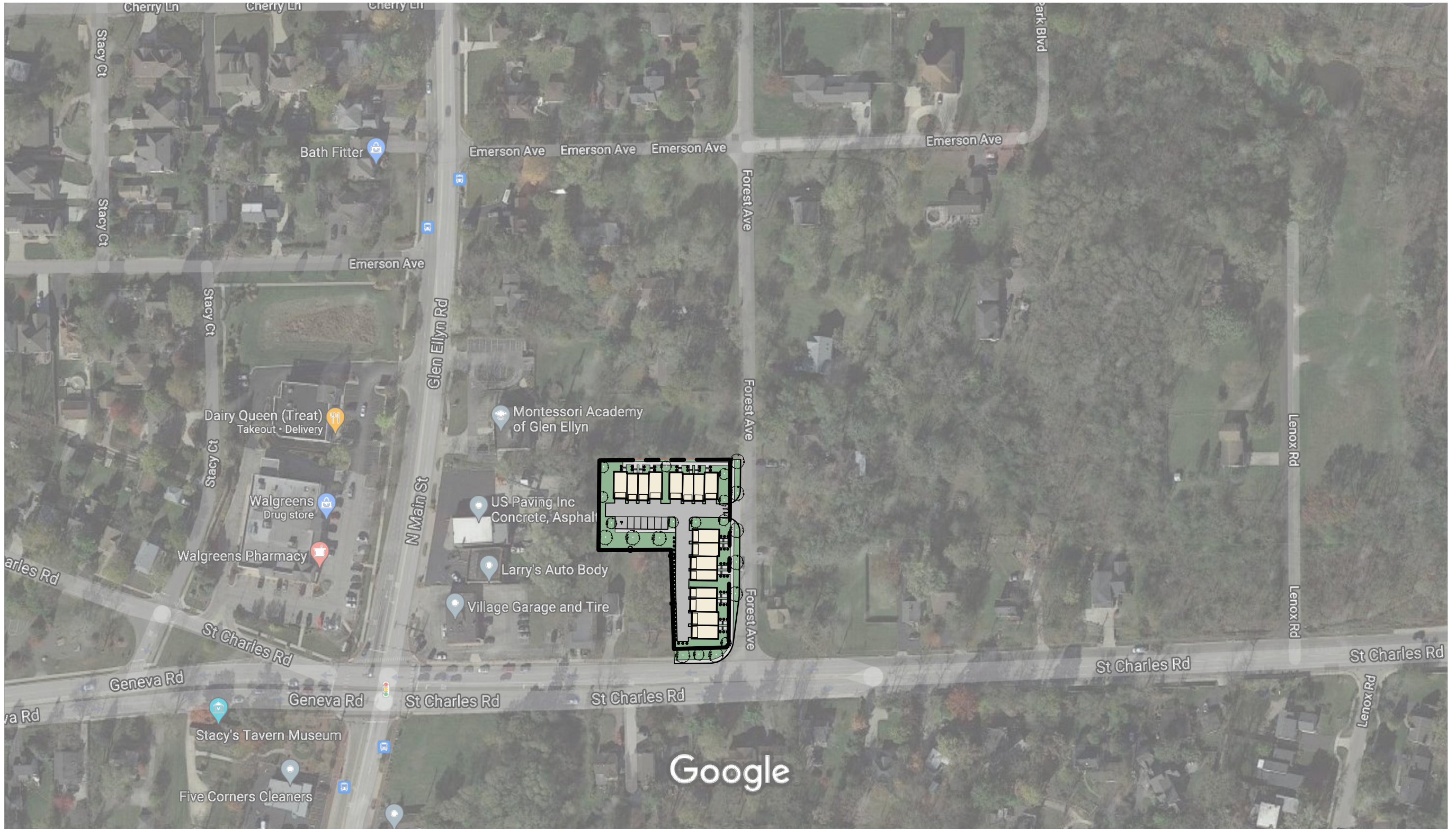
FOREST ROW LLC.

844 FOREST
Glen Ellyn, IL # 2021-0489

CONCEPT
AUGUST 17, 2021

PROJECT NARRATIVE

A0.00



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217 N Jefferson Street,
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FOREST ROW LLC.

844 FOREST
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CONCEPT
AUGUST 17, 2021

AERIAL PLAN

A1.00

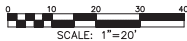
SURVEY LEGEND
● Monumentation Found
○ Monumentation Set (IRLS 35-2551)
(50') Record Dimension
--- Fence Line



LEGAL DESCRIPTION

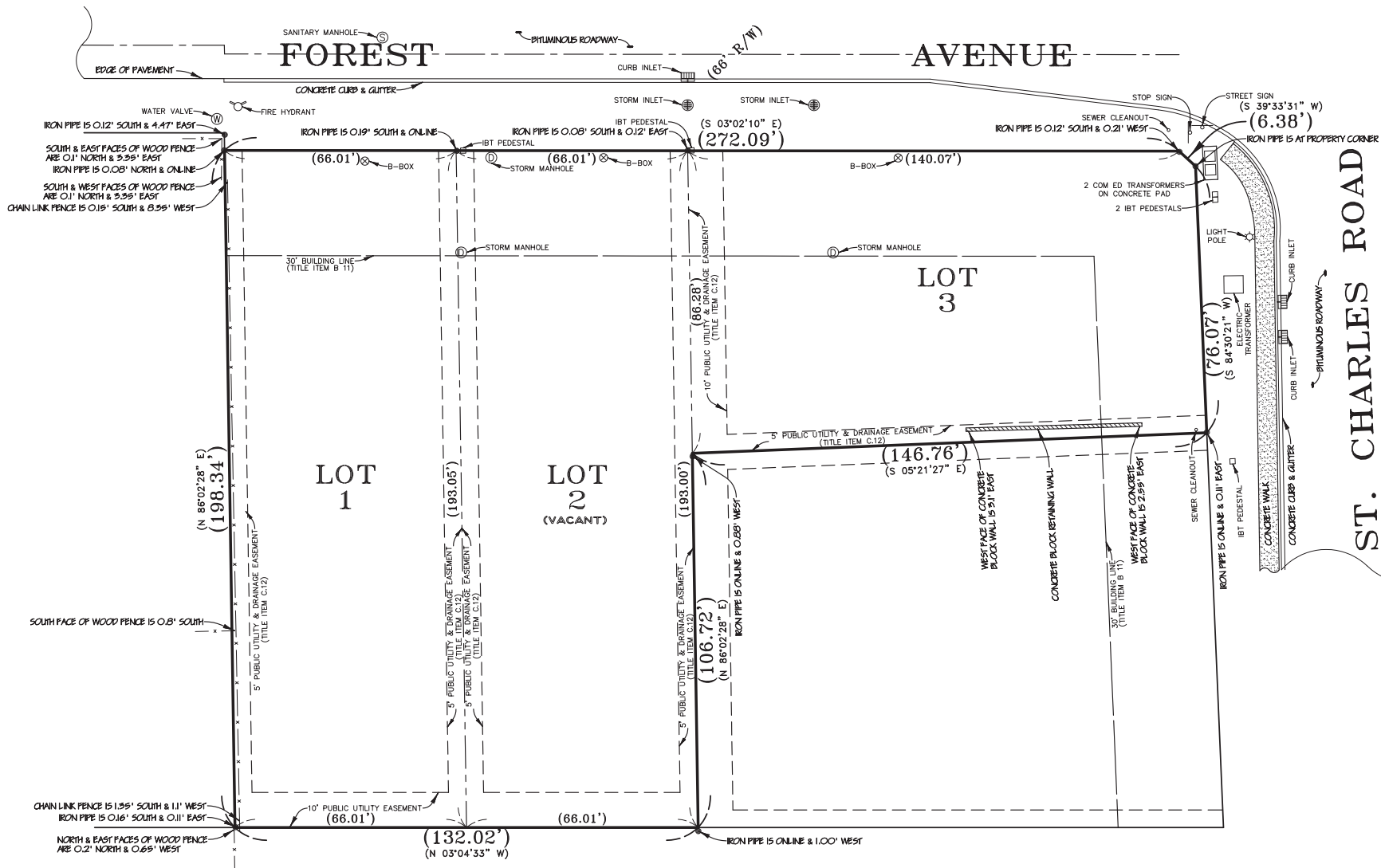
LOTS 1, 2 AND 3 IN GRANDVIEW ESTATES, BEING A PART OF THE SOUTH HALF OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 12, 2005, AS DOCUMENT R2005-274595, AND CERTIFICATE OF CORRECTION RECORDED JUNE 12, 2006 AS DOCUMENT R2006-110527, IN DUPAGE COUNTY, ILLINOIS.

AREA OF SITE - 37,608 SQ.FT. 0.863 ACRES



UTILITY LEGEND
● MANHOLE / CATCHBASIN
■ CURB INLET
- FLARED END SECTION
● WATER VALVE VAULT
▽ FIRE HYDRANT
○ UTILITY MANHOLE
□ UTILITY STRUCTURE
▽ TRAFFIC SIGNAL
▽ SIGN
- POWER POLE

NOTE:
MEASURED ANGLES AND DISTANCES
MATCH THOSE FORMED BY THE
RECORD BEARINGS AND DISTANCES
AS SHOWN HEREON.



NOTES:

- 1.) UTILITIES SHOWN HEREON REFLECT THOSE OBSERVED ON THE GROUND AT THE TIME THE FIELD WORK WAS PERFORMED.
- 2.) WHILE PERFORMING THE FIELD WORK FOR THIS SURVEY THERE WAS NO OBSERVED EVIDENCE OF RECENT CONSTRUCTION OR EXCAVATION AT THIS SITE.
- 3.) INFORMATION SHOWN HEREON IS BASED ON ACTUAL MEASUREMENTS MADE IN THE FIELD AND NOT THE UTILIZATION OF ORTHOPHOTOGRAPHY, PHOTOGRAMETRIC MAPPING, LASER SCANNING OR OTHER TECHNOLOGIES.
- 4.) NO ZONING INFORMATION WAS PROVIDED TO THIS OFFICE
- 5.) NO PARKING SPACES DELINEATED ON SITE.

FLOOD CERTIFICATION

THIS IS TO CONFIRM THAT AS OF THIS DATE, NO PORTION OF THE ABOVE MENTIONED PROPERTY IS LOCATED IN A DESIGNATED SPECIAL FLOOD HAZARD AREA, ACCORDING TO THE LATEST FLOOD INSURANCE RATE MAP IN OUR FILES, AS FAR AS CAN BE DETERMINED.

COMMUNITY PANEL NO.: 17043 C 0068 J
EFFECTIVE DATE: AUGUST 1, 2019
ZONE: X

STATE OF ILLINOIS) SS
COUNTY OF DU PAGE)

CERTIFIED TO: NVS PROPERTIES, LLC
FIDELITY NATIONAL TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2010 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS AND INCLUDES ITEMS 1-4, 7(c), (d)(1), (c), 8, 9 and 11 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON 04/30/20. ALL DISTANCES SHOWN HEREON ARE IN FEET AND DECIMAL PARTS THEREOF.

SIGNED AND SEALED AT WHEATON, ILLINOIS THIS 30th DAY OF April, A.D. 2020
BY Allen D. Carradus, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2551.
MY LICENSE EXPIRES NOVEMBER 30, 2020.



SCHEDULE B EXCEPTIONS

- B. 11) AS SHOWN HEREON
C. 12) AS SHOWN HEREON

FIDELITY NATIONAL TITLE INSURANCE COMPANY
COMMITMENT NO. DW20011607
DATED MARCH 13, 2020 WAS USED
IN PREPARATION OF THIS PLAT.

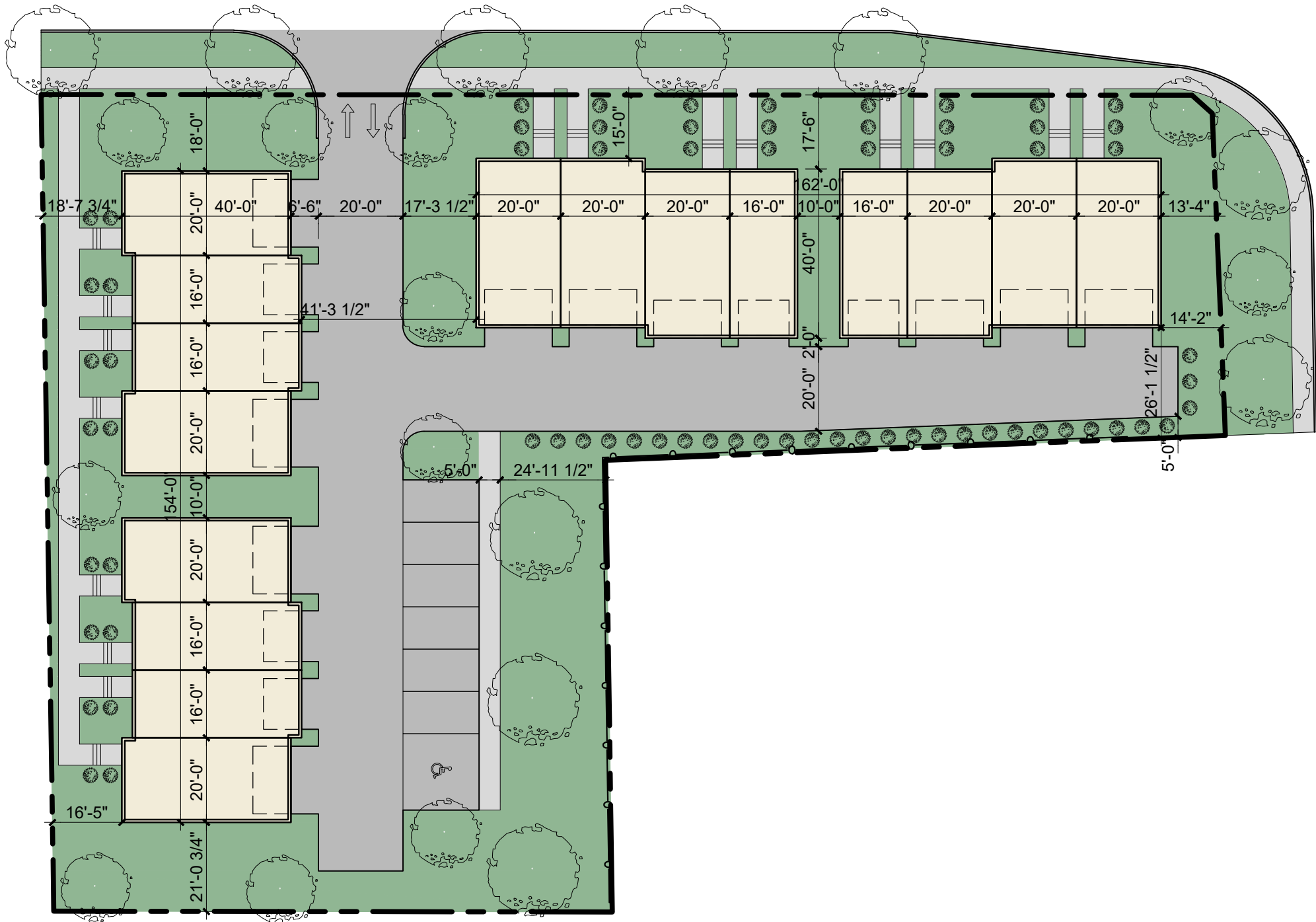
Ordered By:
The Selig Law Firm
150 n. Riverside Plaza
Chicago, Illinois 60606
(312) 374-4203

Date of Field Work: 04/30/20	Drawn By: CMG	ALTANSPS SURVEY ST. CHARLES ROAD & FOREST AVENUE, GLEN ELLYN DU PAGE COUNTY, ILLINOIS	Sheet 1 of 1
Scale: 1" = 20'	Checked By: EAC		
Plat Bk Pg: 48-00	Approved: ADC		
Date:	Revision:	Prepared For: THE SELIG LAW FIRM	Project # 32982-AL
Prepared By: CARRADUS LAND SURVEY, INC. 100 Bridge Street Suite 1, Wheaton, Illinois 60187 (630) 588-0416 (FAX) 653-7682			

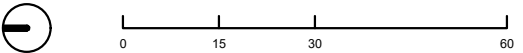
THIS IS AN ELECTRONICALLY TRANSMITTED DIGITAL REPRODUCTION OF AN ORIGINAL SIGNED AND SEALED PRINTED PLAT.

- ### NOTES
1. All distances shown hereon are in feet and decimal parts thereof corrected to 68" f. Distances shown along curved lines are Arc Measurements unless otherwise noted.
 2. Compare the Legal Description, Building Lines, and Easements as shown hereon with your Deed, Title Insurance Policy or Title Commitment.
 3. Consult local authorities for additional setbacks and restrictions not shown hereon.
 4. Compare all survey points and report any discrepancies immediately.
 5. Consult utility companies and municipalities prior to the start of any construction.
 6. Dimensions to and along buildings are exterior foundation measurements.
 7. Do Not Assume distances from scaled measurements made hereon.

FOREST AVENUE



ST. CHARLES ROAD



Architecture + Planning
217 N Jefferson Street,
Suite #400
Chicago, IL 60661
888.456.5849
ktgy.com

FOREST ROW LLC.

844 FOREST
Glen Ellyn, IL # 2021-0489

CONCEPT
AUGUST 17, 2021

SITE PLAN

A1.01

FOREST GLEN, IL

08.17.21

Site Area:

37,608 SF

0.86 Acres

D.U. / Acre

19

ktgy

Architecture+Planning

AREA MATRIX

FLOOR	RESIDENTIAL/ RETAIL FTF	RESIDENTIAL GROSS (SF)	RESIDENTIAL UNITS	ASPHALT (SF)	SURFACE PARKING SPACES (DOES NOT INCLUDE GARAGES)	2 BDRM. 1,920 SF	3 BDRM. 2,400 SF
LEVEL 3	10.00	11,840					
LEVEL 2	10.00	11,840					
LEVEL 1	10.00	11,840			4 FOR UNITS, 3 GUEST		
TOTAL	30.0	35,520	16	9,762	7	6	10
Floor Area Ratio:	0.94				% Mix	37.5%	62.5%
Open Space:	69%					100.0%	



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FOREST ROW LLC.

844 FOREST
 Glen Ellyn, IL # 2021-0489

CONCEPT
 AUGUST 17, 2021

AREA MATRIX

A2.00

Forest Row Glen Ellyn- Conceptual Design Samples



NOTICE OF PRE-APPLICATION MEETING

Rick Scheck of Scheck International is requesting a pre-application meeting with the Glen Ellyn Plan Commission to obtain preliminary feedback on a concept plan for a potential attached single family development on the properties located at 844 – 856 Forest Avenue. The applicant is proposing a 15-unit rowhouse development at the northwest corner of St. Charles Road and Forest Avenue. The subject property is comprised of three vacant lots and is zoned R2 – Residential District. The Glen Ellyn Plan Commission will conduct a pre-application meeting on **Thursday, August 26, 2021 at 7:00 p.m.**, in the Galligan Board Room on the third floor of the Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois.

No formal application for this project has been submitted to the Village and the purpose of the pre-application meeting is to give the petitioner an opportunity to receive informal feedback from the Plan Commission on a conceptual proposal prior to designing detailed plans for formal review by the Village. After hearing the input of the Plan Commission on the concept plans, the developer will decide whether or not to proceed with preparing a full, formal application requesting consideration of their prospective development for consideration by the Village.

All persons who are interested are invited to attend the pre-application meeting to listen and be heard. Plans related to the proposed development are available for public review at any time prior to or after the Plan Commission meeting in the Planning and Development Department of the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Questions related to the project should be directed to Atrian Fard, Planner, (630) 547-5249.

Individuals with disabilities who plan to attend the meeting and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact Brian Baltudis at (630) 547-5209 at least 24 hours in advance of the meeting.

Atrian Fard
Planner
Village of Glen Ellyn

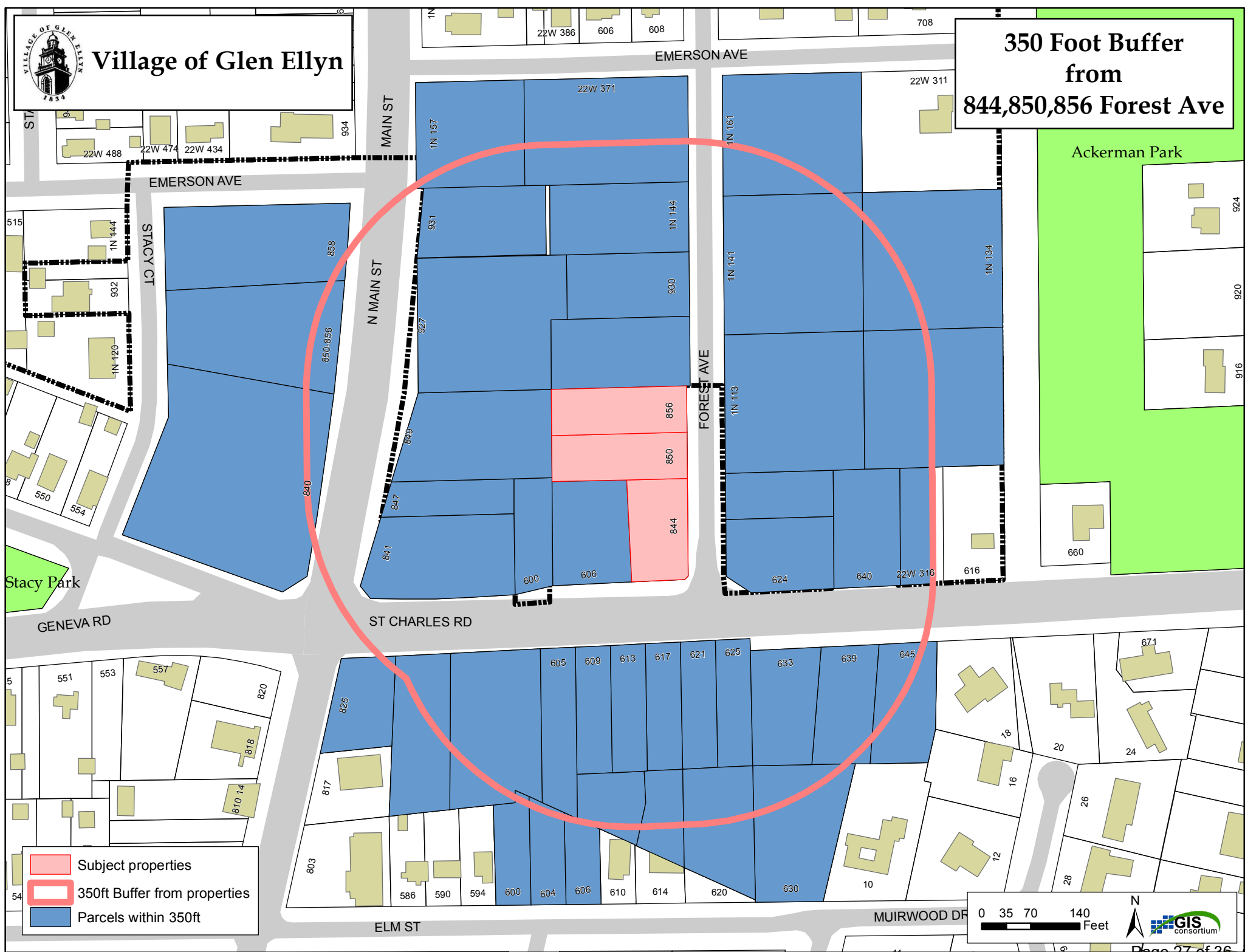
**List of Addresses for Public Notice
844, 850, and 856 Forest Avenue**

Proper Name	Street #	Street Dir.	Street Name	Apt #	City	State	Zip
Abel, Ann & Joseph	606		Elm St		Glen Ellyn	IL	60137
Adams, Dustin & Lisa	639		St Charles Rd		Glen Ellyn	IL	60137
Badea, Remus	933	N	Main St		Glen Ellyn	IL	60137
Barder, Timothy & Anamaria	1N134		Park Blvd		Glen Ellyn	IL	60137
Brown, Geoffrey S	1N161		Forest Ave		Glen Ellyn	IL	60137
Capezio, Geno A	606		St Charles Rd		Glen Ellyn	IL	60137
Chen, Z & B Liu	73	N	Parkside		Glen Ellyn	IL	60137
Cltc Usb 3191	10	S	Lasalle St	# 2750	Chicago	IL	60603
Derrico, Timothy & Jean	22W316		St Charles Rd		Glen Ellyn	IL	60137
Fahey, Maureen J	374		Hillside Ave		Glen Ellyn	IL	60137
Ferrvick Investments Llc	153		Walnut St		Libertyville	IL	60048
Gaiden, Allen D & Kathleen	1N144		Forest Ave		Glen Ellyn	IL	60137
Gendell Partners Glen Ell	3201		Old Glenview Rd	# 300	Wilmette	IL	60091
Greco, Christopher & E	614		Elm St		Glen Ellyn	IL	60137
Hansel & Gretel Ltd	1S138		Rt 53		Glen Ellyn	IL	60137
Hartz Construction Co Inc	9026		Heritage Pkwy		Woodridge	IL	60517
Henrickson, B L & B A	930	N	Forest		Glen Ellyn	IL	60137
Hess, Nancy C	19W576		Country Ln		Lombard	IL	60148
Houghtaling, David P Tr	747		Aurora Ave		Aurora	IL	60505
Huezo Weiner, Martha P	645		St Charles Rd		Glen Ellyn	IL	60137
Kelly, Frank & Christine	610		Elm St		Glen Ellyn	IL	60137
Kleinwachter, Michael V	609		St Charles Rd		Glen Ellyn	IL	60137
Linder, Vicki	600		St Charles Rd		Glen Ellyn	IL	60137
Malik, Ejaz	1181		Londonberry Ln		Glen Ellyn	IL	60137
Mei Realty Inc	1601	W	Colonial Pkwy		Inverness	IL	60067
Ng 1 Llc	2720		Springdale Cir		Naperville	IL	60564
Porter, Mary L	625		Saint Charles Rd		Glen Ellyn	IL	60137
Schulenberg, Joseph & C	621		St Charles Rd		Glen Ellyn	IL	60137
Scott, John E & Lindy	617		St Charles Rd		Glen Ellyn	IL	60137
Simon, Mark	690		Grand Ave		Glen Ellyn	IL	60137
Stewart, Jill	620		Elm St		Glen Ellyn	IL	60137
Swift, Bruce & Cheryl	27W274		Oakwood St		Winfield	IL	60190
Tams Investment Llc	849		Main St		Glen Ellyn	IL	60137
True North Energy Llc	1041	S	Reynolds Rd		Toledo	OH	43615
Villa, Jesus	605		St Charles Rd		Glen Ellyn	IL	60137
Village Of Glen Ellyn	535		Duane St		Glen Ellyn	IL	60137
Williams, Dennis R & C	23536	N	Cottage Rd		Lake Zurich	IL	60047
Woods, John T	630		Elm St		Glen Ellyn	IL	60137

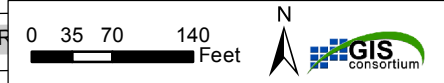


Village of Glen Ellyn

**350 Foot Buffer
from
844,850,856 Forest Ave**



- Subject properties
- 350ft Buffer from properties
- Parcels within 350ft



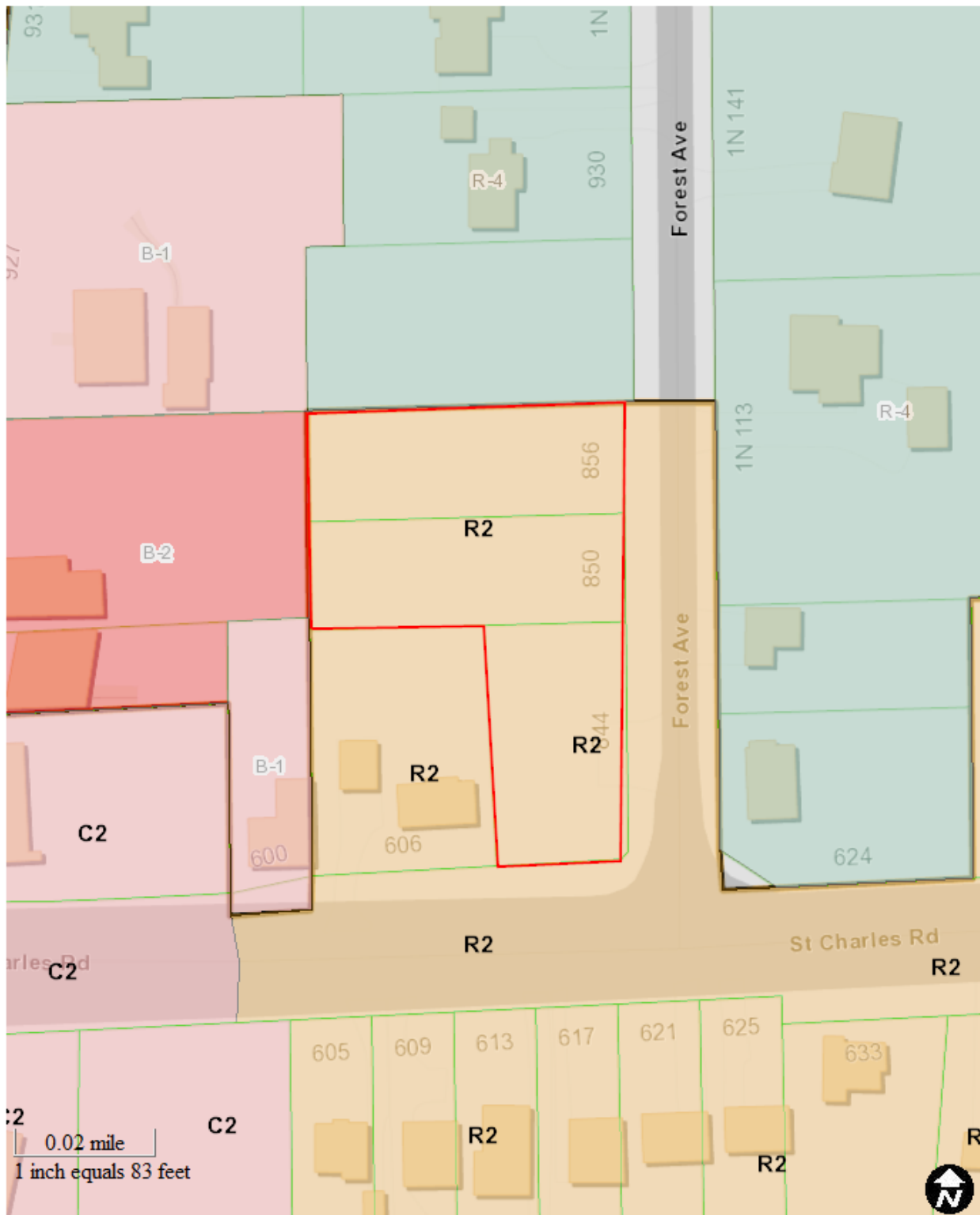


Map created on May 19, 2020.

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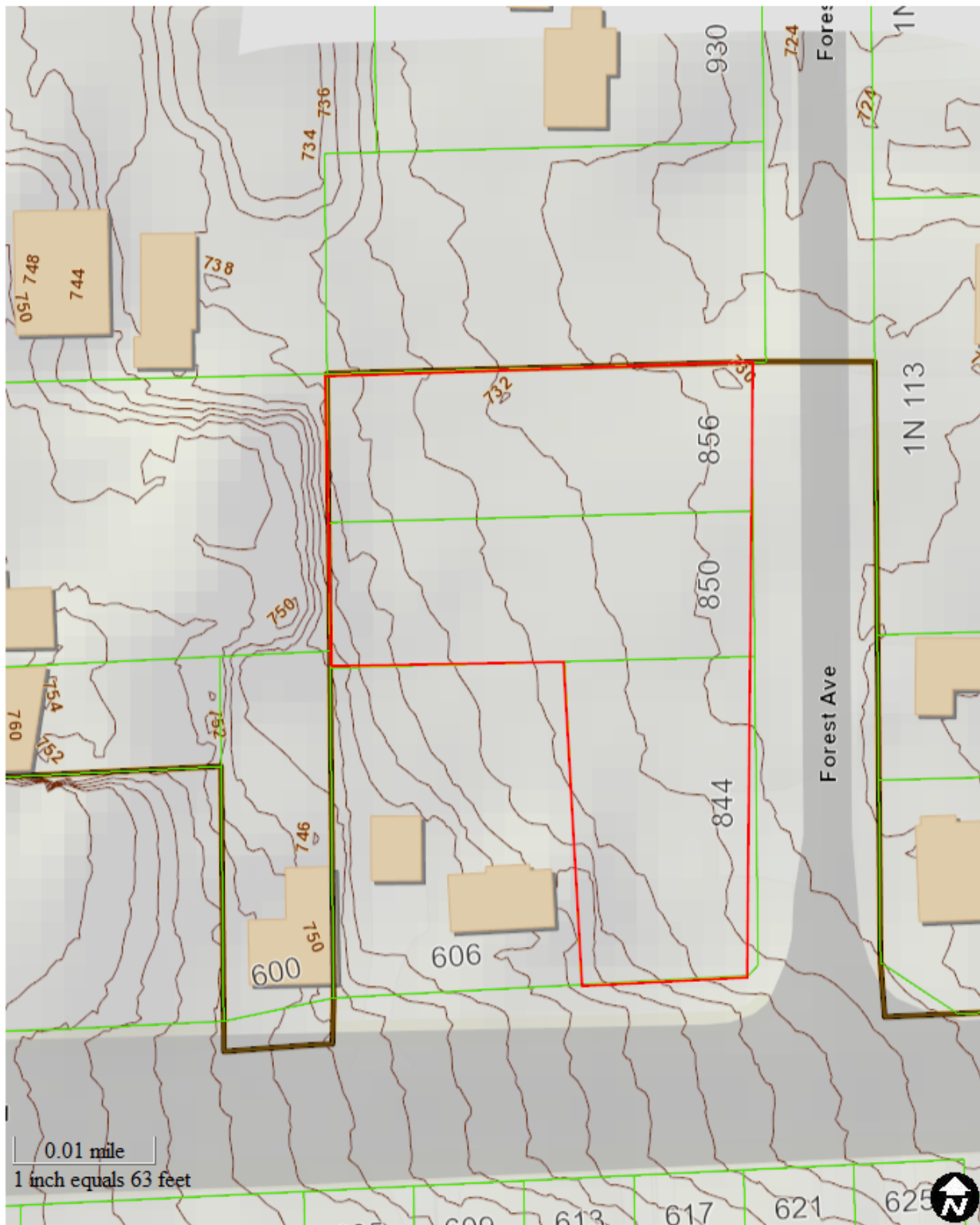


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Existing Residential Developments

VILLAGE OF GLEN ELLYN

COURTYARDS of GLEN ELLYN

- Townhomes
- ZONING: *R4*
- Number of units: *24*
- Lot area / unit: *2,740*

453 - 499 N. Kenilworth Ave





Duane Street Rowhouses

403 – 407 Duane Street

- ZONING: **R4**
- LOT AREA / UNIT: **2,500**
- NUMBER OF UNITS: **4**
- FAR: **0.96**

THE MEWS

of In-Town Glen Ellyn

- Townhomes and Condos
- ZONING: **C5B**
- Number of units: **32**
(24 T.H & 8 C)
- Lot area / unit: **2,278**

460 - 476 Pennsylvania Ave





Duane Street Townhomes

465 – 471 Duane Street

- ZONING: **C5B**

- NUMBER OF UNITS: **4**

- LOT AREA / UNIT: **3,213**

- FAR: **0.44**

NEW LEAF Development

- Rowhouses
- ZONING: *R4*
- Number of units: 4
- Lot area / unit: **2,542**
- Far: **0.97**

476 - 486 Newton Ave

