MINUTES
REGULAR PLAN COMMISSION MEETING
September 22, 2022

Call to Order and Roll Call

Chairman Tim Loftus called the meeting to order at 7:00 p.m., and explained the Plan Commission's function and operating procedure as an advisory body. He went over protocol for public comment and introduced Village Board Trustee Liaison Steve Thompson, Community Development Director Marty Scott, Senior Planner Atrian Fard, Associate Planner Taylor Gendel, Planning Intern Brad Iwicki and Recording Secretary Barbara Dutton-Thomas.

Roll was called. Present: Chairperson Loftus, Plan Commissioners Arango, Cooper, Dawson and Wyant; Absent: Commissioners Brown, Saeed and Thakkar.

Public Comment Non-Agenda Items

None.

Approval of Minutes

Commissioner Cooper moved to approve the draft minutes of the August 25, 2022 meeting. Seconded by Commissioner Arango, the motion passed by voice vote.

## Public Hearing – 796 Prairie Avenue

Commissioner Cooper moved to open the Public Hearing for 796 Prairie Avenue. Seconded by Commissioner Dawson, the motion passed by voice vote.

Staff Introduction

Sworn in, Taylor Gendel, Associate Planner, 535 Duane, said the Petitioner, William Baine Adams, representing DuPage County Church of Christ, is requesting a Special Use Permit to allow the DuPage County Church of Christ to move its operations to the property known as 796 Prairie Avenue where Church of Christ of Glen Ellyn currently operates, and which is at the southwest corner of Prairie Avenue and Elm Street in the R2 Residential District. While the church is amid single-family residences, it has been there many years, she said, adding that if the Special Use Permit is granted, operation would continue in the same manner.

Ms. Gendel related that the 2022 Draft Comprehensive Plan notes that one objective for the community's appearance and character is to "preserve sites and buildings with local historic and cultural interest and value" According to the Glen Ellyn Historical Society records, she continued, the church building is the oldest in Glen Ellyn. It was built in 1886 by the Free Methodists on the west side of Glenwood Ave. (then Colby Ave.) between Crescent and Pennsylvania, and moved to its present location in 1950 when the building was serving a Baptist congregation, she related. It has served numerous

congregations through the years, she added, saying that the Church of Christ of Glen Ellyn has operated in the building from the 1970s until this past summer. According to the Petitioner's application, stated Ms. Gendel, the DuPage County Church of Christ has been active in Glen Ellyn since the late 1980s and initially worshiped in members' homes. In the 1990s, the group began renting a classroom at the College of DuPage for worship and that is where they continue to meet to this day.

The Village Code does not permit churches in the R2 Residential District without approval of a Special Use Permit. Accordingly, the DuPage County Church of Christ is requesting a Special Use Permit to move their operations to the property located at 796 Prairie Avenue where Church of Christ of Glen Ellyn currently operates. Until now the Church of Christ of Glen Ellyn has been operating without a Special Use Permit, as it was established before the current Zoning Code was in place. Therefore, she stated, the use of the property has been legal nonconforming.

The DuPage County Church of Christ has 15-20 attendees at each Sunday's worship service which is held from 10:00 am to 12:00 pm. The past membership of the Church of Christ of Glen Ellyn was similar in size. The parking requirement for churches in the R2 District is one parking space for each four seats in the main auditorium. The existing parking lot is not striped but appears to accommodate approximately two tandem rows with eight parking stalls per row for a total of 16 parking spaces. Given the number of attendees at any worship service, Staff believes the existing parking lot would satisfy the minimum parking space requirements. The Petitioner adds that in addition to a permanent place for worship, they appreciate the building's historical value to Glen Ellyn, and they plan to maintain and preserve the building and to improve and update the landscape and all needed or neglected maintenance. Ms. Gendel outlined Plan Commission action regarding this petition.

Commissioner Questions

Wondering if the two church bodies are merging, Commissioner Wyant asked, to which Ms. Gendel replied, "No," explaining that the Glen Ellyn Church of Christ will no longer be using this building. In response to a request from Commissioner Cooper for clarification of parking requirements for churches, she said the subject building offers approximately 80 seats, which would require 20 parking spots. Chairperson Loftus asked if religious organizations are exempt from regulations for Special Use. "Not from a special use," replied Ms. Gendel who explained that they are exempt from meeting the Accessibility Code, so there's no need to provide handicap parking, but are not exempt from business registration. Commissioner Wyant wondered why a Special Use Permit is required, to which the Associate Planner explained that it is because as a different entity than the previous occupant, it is considered a "new business." (She noted no permit existed.) Sworn in, Atrian Fard, Senior Planner, 535 Duane, confirmed that religious bodies are exempt from accessibility code requirements.

Petitioner's Presentation

Sworn in, William Adams, 219 N. Main St., Glen Ellyn, stated that the congregation that has been occupying the subject building had dwindled in numbers and so invited his church to purchase the

property. Commissioner Cooper wondered about the prospect for a variance to be in compliance with Code provisions for parking. The Petitioner stated that DuPage County Church of Christ has some 15-20 worshippers and six-seven cars now (though expressed delight at the prospect of 50 people). Chairperson Loftus asked if the Petitioner is purchasing the building, to which Mr. Adams replied affirmatively. The Chairperson asked whether, if the Church did grow, the Petitioner would be open to conditions to stripe the parking lot "to keep order in the neighborhood." Mr. Adams indicated it would be amenable to a contingency linked to attendance. The Chairperson declared that the proposed Special Use Permit presents a "good reuse" of the property. Mr. Adams professed an appreciation of the historical aspect of the property, as well as an affinity for the Village, saying "We want to be part of it."

Public comment

Amy Becker, 795 Western Ave., Glen Ellyn, stated that as a neighbor has enjoyed the congregation that has operated in it, and is in favor of keeping the use as a church through granting the Special Use Permit.

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

Commissioner Discussion

Commissioner Cooper acknowledged the historic character of the property and its use as a church for more than 100 years, and said the Petitioner seemed to understand the "spirit of the community," and expressed supportive of the Petitioner request. He added that, while he doesn't think parking will present a problem, he said, "Transportation is something we need to be cognizant of." He said he is not opposed to a condition concerning striping the parking lot, but wouldn't require it. Also expressing support for the Petition, Commissioner Dawson said he, too, would be in favor without conditions. Saying he enthusiastically supports the proposal, Commissioner Wyant spoke positively of regaining church vitality and said that preserving historic buildings enriches the community. He said he would not put conditions on the recommendation, but hope that the Petitioner will exercise good judgement regarding striping the parking lot, should the Church achieve the attendance milestone. Commissioner Arango said that she is "thrilled" to see the building continue as a church, and wishes the Petitioner much success. Chairperson Loftus said that although he'd like to see the parking lot striped, it is not a "show stopper" for him, and therefore can support the motion "as is."

Commissioner Cooper moved for the following:

After conducting a public hearing and deliberating on the request of the petitioner, William Baine Adams, for approval of a Special Use to allow a church to locate and operate at 796 Prairie Avenue in the R2 Residential District, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on September 22, 2022, 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 business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

Seconded by Commissioner Arango, the motion passed unanimously by roll call vote, as follows: Commissioners Cooper, Arango, Dawson and Wyant, along with Chairperson Loftus, voted, "Yes."

## Public Hearing – 501 Hill Avenue

Commissioner Dawson moved to open the Public Hearing for 501 Hill Avenue. Seconded by Commissioner Wyant, the motion passed by voice vote.

Staff Introduction

Sworn in, Bradley Iwicki, Planning Intern, 535 Duane St., stated that the Petitioner, Garrett Avery Black of Axess Church, in partnership with Hobson Road Community Church of Downer Groves, is requesting approval of a Special Use Permit to allow the use of the facility at 501 Hill Ave. as a space for church gatherings, worship and learning. The subject property, he related, is bounded by Hill Avenue to the north, N. Main Street to the east, Turner Avenue to the south, and Glenwood Avenue to the west, in the R2 Residential District with surrounding land uses all R2 single-family residential. This space will be leased temporarily until the Petitioner finds a more permanent space within the Village in the future, related Mr. Iwicki. The subject property is comprised of eight parcel, he stated, explaining that the six smaller parcels on the eastern half of the site have been owned and operated by the Glen Ellyn Park District since 1983 and contain a building, playground, half of a basketball court, and a small portion of a parking lot. The two larger parcels on the western half of the site include a large portion of the parking lot and the other half of the basketball court and are owned by Glen Ellyn School District 41,said the Intern. In 2001, he related, Glen Ellyn School District entered into an Intergovernmental Agreement with the Glen Ellyn Park District, allowing the Park District to manage, maintain, and fully use the two lots owned by School District.

The building on the site, stated Intern Iwicki, is currently occupied by Main Street Recreation Center that contains a registration office for the Glen Ellyn Park District and hosts programming for youth sports, pre-school and kindergartens, seniors' clubs, and choir rehearsals among others. The subject tenant space is located on the second floor of the recreation center facility with a maximum gathering space in the main auditorium of 221 people, he stated, adding that the proposed space benefits from amenities such as restrooms, safe classrooms for the kids, and an elevator. According to the Petitioner's narrative statement, continued Mr. Iwicki, the Church intends to rent the space for gathering, learning, and worship activities on Sundays from 8 a.m. to 12 p.m. The Petitioner anticipates 1-2 permanent staff members and 10 volunteers to organize and facilitate 50-100 attendees each Sunday during the first year of church operations. The recreation center's parking lot has 74 spaces that will be only used by Axess Church members on Sunday mornings, stated the Planning Intern, who explained that per Zoning Code, churches in the R2 District are required to provide one parking space for each four seats in the main auditorium.

Given the maximum capacity of the subject gathering space, a minimum of 56 parking spaces will be required. The facility's parking lot well meets the minimum parking requirement and appears to be suitable for church's operations. As part of the Special Use request, no exterior modifications to the property are proposed. Mr. Iwicki outlined Plan Commission action in making a determination about the requested Special Use Permit, which he said is required to locate a church in the R2 District.

Commissioner Questions

Noting the capacity (221) of the space to be rented, Chairperson Loftus wondered whether the parking calculation is based on that room only or the entire facility. Intern Iwicki replied that the 56 parking spaces are based on the capacity of the main gathering space only. Referencing the partnership with the Hobson Road Community Church of Downers Grove, Commissioner Arango asked who is seeking the Special Use Permit. When told by Mr. Iwicki, Axess Church, she asked if it is autonomous. Mr. Iwicki deferred to the Petitioner on this.

Petitioner's Presentation

Sworn in, Garrett Black, Pastor, 2531 Hobson Rd., Downers Grove, Ill., explained that Axess is working in association with the Hobson Road Community Church (where he is Associate Pastor), an Assembly of God congregation. He said that as the parent church of Axess, the Downers Grove church will have direct oversight of the "daughter" church in Glen Ellyn for a period of three years. He stated that the Recreation Center offers ample space for the new church, which he believes needs to be wise with its finances. He complimented the Park District in its interaction with his church, and reported that discussion has begun as to how, pending the Special Use Permit, the congregation can financially contribute to facility upgrades. Mr. Black emphasized that the church is not a building, but a body of people, and said that his church cares deeply for the community, which it wants to be at its best.

Commissioner Wyant inquired about the Hobson church's record relative to church plants. Mr. Black replied that this is the first such. Commissioner Wyant asked what makes Glen Ellyn the choice for this first church plant. The Petitioner indicated that he was led here spiritually, but also that the location is strategic in that there is no Assembly of God congregation already in the area. Chairperson Loftus asked if the congregation has any members from Glen Ellyn, to which the Petitioner replied, "Not yet," adding that the hope is that the Church can "get out into the community" to build interest, but that the parent church is sending 10 members to help "launch" the new church. The Pastor also said that the new church is looking to build its own building at some point. Commissioner Cooper asked if Axess intends to use auxiliary spaces in the Recreation Center, wondering about parking estimates. The Petitioner replied that, in addition to the main meeting space, the church intends to use the restrooms and nursery/Sunday school areas. Sworn in, Atrian Fard, Senior Planner, 535 Duane, opined that these operations don't require extra parking. Chairperson Loftus expressed confidence that the 74-space parking lot was deemed adequate for the "legal population of the building," and that any overcrowding alleviation would fall to the Fire Department.

Commissioner Cooper, however, expressed uncertainty that the use under consideration hadn't been considered, and wondered about the prospect of Axess becoming a "mega" church, and hitting the 380-capacity designation for the aforementioned spaces. Commissioner Arango asked if anything might be planned in that building simultaneously that would occupy additional parking spaces, to which Chairperson Loftus noted that each room has posted the Fire Department's capacity. The Petitioner stated that children disperse after worship in the main space, and said, "If we're anywhere near these numbers, we're not here anymore." Commissioner Wyant asked length of the lease with the Park District, to which the Petitioner responded that the arrangement is "month to month."

Public Comment

Planning Intern Iwicki read into the record the following communication received:

***Justin Cafferty, 335 N. Main Street, Glen Ellyn:*** *My home is located across the street from the Main Street Recreation Center located at 501 Hill Avenue.*

*I would like to object to the proposed Special Use Permit requested by Axess Church. I have no objection to religious institutions or houses of worship in general however Main Street Recreation Center is a taxpayer funded Park District facility. It should remain available to be used by the entire Glen Ellyn community as such at all times.*

*Why is the Village considering allowing a private institution to occupy a publicly funded and used amenity? Will this space be available to Glen Ellyn residents when religious services are not taking place or will it be permanently occupied by Axess Church?*

*What are the church activities that will occur under this Permit? How long is the Permit for and how does it get renewed?*

*Has a traffic study been conducted to understand the impact of the increased traffic generated by these activities to the streets and neighborhoods surrounding Main Street Recreation Center?*

*The space being proposed for use by the church has an identified capacity of 221 people per the Special Use Permit application available online through the Village website. This could equate to as many as 100 to 221 additional vehicles entering and exiting the Recreation Center's parking lot before and after each church service or organized activity. This is in addition to the Glen Ellyn resident's vehicles already using the parking lot for the indoor and outdoor sports facilities and outdoor playground.*

*What are the churches' proposed days and times of services?*

*What other activities do they propose to use this space for?*

*Has this been coordinated with the Park District to ensure that Park District activities including use of the parking lot are not impacted by church services and activities?*

*What is the capacity of the existing parking lot and does it meet the anticipated increased load generated by the church during services and other church related activities on top of the currently scheduled Park District activities?*

*Axess church's website already identifies their address as being at the Main Street Recreation Center. Has this special use permit already been approved by the village or has the church only assumed such?*

At the behest of the Commission, Mr. Iwicki recited responses Staff sent to these queries. Commissioner Arango asked if the rooms to be used by church can be used by others when the church isn't holding services. Intern Iwicki said when not in use by the church the rooms at the rental hours specified would be available to other parties.

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

Commissioner Discussion

Chairperson Loftus noted that there are other examples of church renting public and private spaces, such as a church that meets at Glenbard West High School. He said that he is inclined to fall back on parking requirements formulated at permitting, so sees no issue, so long as Axess doesn't exceed room capacity – the same as with any Park District event. Commissioner Wyant likewise said he supports the proposed "as is," saying he sees no risk, given the month-to-month lease. Commissioner Cooper said he is supportive, Commissioner Arango agreed, and Commissioner Dawson moved for the following:

After conducting a public hearing and deliberating on the request of the petitioner, Garrett Avery Black, for approval of a Special Use to allow a church to locate and operate at 501 Hill Avenue in the R2 Residential District, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on September 22, 2022, 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 business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

Seconded by Commissioner Arango, the motion carried unanimously by roll call vote, with Commissioners Dawson, Arango, Cooper and Wyant, along with Chairperson Loftus, voting, "Yes."

## Public Hearing – 507 Duane Street

Commissioner Dawson moved to open the Public Hearing for 507 Duane Street. Seconded by Commissioner Cooper, the motion passed by voice vote.

Staff Introduction

Sworn in, Bradley Iwicki, Planning Intern, 535 Duane St., stated that the Petitioner, Ashley Herman of Insula Aesthetics, is requesting approval of a Special Use Permit to allow a health spa to be located in the vacant property at 507 Duane Street in the C5A Zoning District, where the Village does not allow health spas without such permit. The subject property is located on the south side of Duane Street between Glenwood Avenue and N. Main Street, he said. Established in 2021, continued Mr. Iwicki, Insula Aesthetics currently operates out of a suite at 577 Pennsylvania Avenue in a 130SF single treatment room with a shared waiting area. The current location lacks sufficient space for medical spa retail activities and the large equipment required for business operations, he stated. The business will offer medical aesthetics and other beauty treatments using technology and medication conducted by trained and licensed medical providers, explained Intern Iwicki. The proposed hours of operation are Monday through Friday from 9 a.m. to 6 p.m., with availability for mobile or private services on weekends, he explained. Once fully staffed, he continued, Insula Aesthetics will employ six to 12 medical professionals and ancillary staff, he said, adding that three to four staff members will be available day-to-day. Among other things, related Mr. Iwicki, services proposed at this location include Botox, dermal fillers, laser skin rejuvenation, and chemical peels. The proposed space is comprised of two treatment rooms with plumbing, one treatment/consultation room, and a lounge area that can be converted into a treatment room, he explained. The Petitioner, he stated, indicates that retail will be an essential component of the proposed medical spa. Hence, the unit will be remodeled to allow for an open retail area at the storefront, noted the Intern. Other alterations include fire safety enhancement, new window signage, and exterior façade improvements contingent upon the Special Use Permit, he reported. According to the Zoning Code, noted Intern Iwicki, accessory off-street parking is not required within the C5A core retail area, to minimize disruptive curb cuts and driveways and encourage the consolidation of parking spaces in appropriate locations. Staff, he stated, believes nearby public parking lots and on-street parking spaces along Duane Street would sufficiently address the business's parking demands. Mr. Iwicki outlined expected Plan Commission action pertinent to this case.

Commissioner Questions

Chairperson Loftus asked if the business used any hazardous chemicals, and which would be subject to Village requirements for storage. Intern Iwicki replied that he isn't aware of any specific chemicals, and Atrian Fard, Senior Planner, 535 Duane, who was sworn in, said she isn't sure she could answer that question, though normally with this use Staff didn't anticipate anything chemically concerning, but deferred the query to the applicant. She added, however, that the Village has not received complaints over similar uses. Commissioner Cooper asked when the space was last used for retail. Mr. Iwicki said it had been an orthodontist office, without a retail component, since the early 1980s. Chairperson Loftus inquired as to whether it had been grandfathered into C5A in the early 2000s without having a Special Use Permit, to which Mr. Iwicki referenced an ordinance that he explained gave permission for businesses that were non-conforming use to apply for administrative approval of a Special Use Permit to stay in their location. (Senior Planner Fard speculated that the orthodontist applied for and received this permit, though she said there's no record of it doing so.)

Petitioner's Presentation

Sworn in, Ashely Herman, 577 Pennsylvania, said she opened the spa in a small space, and the business has quickly grown – in a year, to more than 400 clients. She related that neighboring communities have more than one medical spa – citing three in Wheaton, two in Lombard and 15 in Naperville – and said that one in Glen Ellyn offers convenience for local customers. She stated that the subject business space would continue as a medical use, and that the available Duane storefront offers a "perfect situation," as it already contains treatment rooms with the necessary plumbing, making for an easy transition. "As far as hazards," she stated, "There really are none," mentioning solutions including retinol. She explained that such are applied with gloves, and handwashing is routine, but that there is no special disposal for them and they are FDA approved. The Botox is a powder vial medication containing no hazards, she continued, adding that she contracts with a company for needle disposal.

Commissioner Wyant asked the frequency of client visits, to which Ms. Herman replied that it varies from once a month to once a year. She said she expects to be able to expand business through laser skin rejuvenation services that additional space will afford. Mr. Wyant inquired about the growth progress anticipated. The Petitioner stated that while it is limited by the number people she can see in a day, the additional facilities, she estimates will allow for doubling or tripling business. She said she'd like to adding three employees ("injectors") to what has been a sole practitioner operation. She said she also envisions hiring receptionist staff to support skin care product sales, and engaging a social media manager and a patient care coordinator. Noting that 25 percent of Insula Aesthetics' space is to be dedicated to retail, Chairperson Loftus inquired about sales tax revenue. Ms. Herman reported that the average medical spa in America at a single-boutique location brings in $1.6 million a year, and 20 percent to 30 percent attributed to retail. She expects to have 288SF of retail space in the new location, for which, she said, she is self-funded and "ready to go."

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

Commissioner Discussion

Calling local entrepreneurship and investment in the community "exciting," Commissioner Wyant thanked and congratulated the Petitioner. Recognizing a desire to maximize retail establishments in the Village, Commissioner Cooper expressed support for the Petitioner's request, noting its retail component and business uses in the District. Chairperson Loftus voiced agreement, and said he will enjoy seeing an upgrade to the façade of this building in the Historic District. He added that the business should yield additional tax dollars, and that he would recommend approving the request without conditions. Commissioner Dawson concurred, and Commissioner Arango welcomed the Petitioner and moved for the following:

After conducting a public hearing and deliberating on the request of the petitioner, Ashely Herman, for approval of a Special Use to allow a health spa to locate and operate at 507 Duane Street 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 September 22, 2022, 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 business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

Seconded by Commissioner Wyant, the motion carried unanimously by roll call vote, as follows: Commissioners Arango, Wyant, Cooper, Dawson, and Chairperson Loftus voted, "Yes."

Trustee's Report

Trustee Thompson said the Park District gave the Board an overview of park concept designs for the US Bank property. He said that on Oct. 6th the Plan Commission is to discuss the Roosevelt Road hotel site.

Chairperson's Report

Chairperson Loftus reiterated that the Commission will review charrette concepts for the hotel property at this Special Meeting, and expressed the importance of making people feel like they've been heard in the public input process.

Trustee Thompson emphasized that Commission input is sought, and explained that the process to discuss use is running in parallel with the property being marketed for sale. Responding to apprehension about the expectations for the Special Meeting, he and Development Director Scott conveyed that guidance will be provided in advance of what was labeled a high-level meeting. Commissioner Cooper expressed the desire for time to ruminate on the ideas presented, and Commissioner Wyant voiced interest in getting perspectives on what the marketplace suggests.

Adjournment

Chairman Loftus adjourned the meeting at 9:01 p.m., following passage by voice vote of a motion by Commissioner Cooper and seconded by Commissioner Dawson.

Respectfully submitted,

Barbara Dutton-Thomas
Recording Secretary