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**PLANNING & ZONING COMMISSION  
Regular Meeting  
Wednesday, April 19, 2017  
6:30 p.m.**

**Planning and  
Zoning Commission**

Anthony Spinelli,  
Chairman

Commission  
Members:  
Ryan Kwasneski  
David Maher  
Jerry McGleam  
Jason Sanderson  
Matthew Zolecki  
Sean Cunningham

**I. CALL TO ORDER**

**A. Pledge of Allegiance**

**B. Verify Quorum**

**C. Approval of Minutes: March 15, 2017  
meeting**

**II. CHAIRMAN'S COMMENTS**

**III. PUBLIC HEARINGS**

**A. 17-03 UDO Amendments**

**IV. ACTION ITEMS**

**V. GENERAL DISCUSSION**

**A. Update from Village Board**

**VI. AUDIENCE PARTICIPATION**

**VII. ADJOURNMENT**

**Planning & Economic  
Development  
Department Staff**

Jeff Stein, Deputy Village  
Administrator

Heather Valone, Planner

**Village of Lemont**  
**Planning and Zoning Commission**  
Regular Meeting of March 15, 2017

A meeting of the Planning and Zoning Commission for the Village of Lemont was held at 6:30 p.m. on Wednesday, March 15, 2017 in the second floor Board Room of the Village Hall, 418 Main Street, Lemont, Illinois.

**I. CALL TO ORDER**

**A. Pledge of Allegiance**

Chairman Spinelli called the meeting to order at 6:32 p.m. He then led the Pledge of Allegiance.

**B. Verify Quorum**

Upon roll call the following were:

Present: Kwasneski, Cunningham, Maher, McGleam, Sanderson, Zolecki, Spinelli

Absent:

Village Planner Heather Valone and Village Trustee Ron Stapleton were also present.

**C. Approval of Minutes: February 1, 2017 Meeting**

Commissioner Sanderson made a motion, seconded by Commissioner Cunningham to approve the minutes from the February 1, 2017 meeting with no changes. A voice vote was taken:

*Ayes: All*

*Nays: None*

*Motion passed*

**D. Approval of Minutes: February 15, 2017 Meeting**

Commissioner Cunningham made a motion, seconded by Commissioner Zolecki to approve the minutes from the February 15, 2017 meeting with no changes. A voice vote was taken:

*Ayes: All*

*Nays: None*

*Motion passed*

**II. CHAIRMAN'S COMMENTS**

Chairman Spinelli stated he hopes everyone will have the opportunity to attend the Gifted Gala held this Saturday.

### **III. PUBLIC HEARING**

#### **A. 14-12 Donegal Excavating Final PUD and Final Plat (cont.)**

Chairman Spinelli called for a motion to open the continued public hearing.

Commissioner Maher made a motion, seconded by Commissioner Cunningham to open the continued public hearing for Case 14-12. A voice vote was taken:

*Ayes: All*

*Nays: None*

*Motion passed*

Mrs. Valone said the applicant had requested on Monday afternoon to continue the public hearing to the April 19<sup>th</sup> meeting.

Chairman Spinelli called for a motion to continue the public hearing.

Commissioner Cunningham made a motion, seconded by Commissioner McGleam to continue the public hearing Case 14-12 to the April 19<sup>th</sup> meeting. A voice vote was taken:

*Ayes: All*

*Nays: None*

*Motion passed*

### **IV. ACTION ITEMS**

None

### **V. GENERAL DISCUSSION**

#### **A. Update from Village Board**

Mrs. Valone said there will be three potential cases for the April meeting. One of the cases is a request for an amendment to the sign code standards for outside taxing agencies to be exempt from some of the requirements. The Village is looking to overhaul all of the signs like monument signs, signs at lift stations, etc. that don't have the current Village logo. At the same time the Park District requested updates to some of their signage. A lot of their signs fall under the category of pole signs because they are supported by pole rather than a monument base. Due to the fact that it would be an economic burden for the Park District, they are looking to exempt both the Park District and other taxing agencies from the code requirements. There will still be requirements for electronic signs or illuminated signs, and etc. It will exempt them from permitting fees, but a permit for staff review will still be required.

Mrs. Valone stated she has been researching other municipalities and asked the Commissioners to keep a watch out while driving through other municipalities.

Commissioner Cunningham asked besides Park District what other taxing agencies would fall under this. Mrs. Valone said schools, Library District, Fire Protection District, and Township.

She stated one last item is that they are introducing a new email software that will not just be for Village staff and elected officials but also for appointed officials. It has not officially been installed but this will help with some of the sizing issues that personal emails might have.

Discussion continued in regards to the new software.

Chairman Spinelli asked if the public notice signs can be taken down for K-Five, Lemont Nursing Home and Equestrian Meadows.

Mrs. Valone stated Look Nu Car Wash was approved before the Village Board on February 27<sup>th</sup>. The small cell antennae was approved before the Village Board on March 13<sup>th</sup>. Vistancia is on the March 20<sup>th</sup> Committee of the Whole meeting and have submitted two updated plans. They are now down to 273 units with 212 lots. They are now proposing 10 foot setbacks across the board, all of the lots along Timberline are a minimum of 12,500 square feet and there are no changes to the Duplexes.

Chairman Spinelli asked what is the minimum size for the Ridgeline lots.

Mrs. Valone said there are four lots that are 8,500 square feet and the rest are 9,000 square feet and above. Their updated plans and the draft annexation agreement will be all on the Village website as of Friday.

Trustee Stapleton asked what they are proposing for brick.

Mrs. Valone stated it is about 40% brick in the Summit neighborhood, 34% brick in Ridgeline, and 40% for the duplexes.

Commissioner Maher asked if they are doing a three foot wall for brick.

Mrs. Valone said the Summit neighborhood is has a mixture of both nine feet first floor and three feet wainscot. The Ridgeline they are proposing half first floor and half three feet height. The Vistas they are only proposing the wainscot on all sides.

Mrs. Valone stated in regards to the St. Al's parking lot, this Commission conditioned that the fence be shifted further away, about a ten foot setback for the actual parking spaces. In doing that they did lose two spaces. Prior to the February 13<sup>th</sup> meeting they did change the second entrance to an exit only (western entrance) and by doing so they did gain a spot back. At the meeting, it was indicated to them that if they could get another spot on the eastern side where there was some room, the Board

would be willing to see it. They were able to fit another spot in and move everything closer to Logan and not the neighbor. It did get approved for the 27 spaces on March 13<sup>th</sup>.

**VI. AUDIENCE PARTICIPATION**

None

**VII. ADJOURMENT**

Chairman Spinelli called for a motion to adjourn the meeting.

Commissioner Cunningham made a motion, seconded by Commissioner Zolecki to adjourn the meeting. A voice vote was taken:

*Ayes: All*

*Nays: None*

*Motion passed*

*Minutes prepared by Peggy Halper*

TO: Planning and Zoning Commission

FROM: Heather Valone, Village Planner

THROUGH: Jeffrey Stein, Deputy Village Administrator

SUBJECT: Case 17-03 UDO Amendments

DATE: April 14, 2017

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## SUMMARY

Attached is a table detailing proposed amendments to the UDO to address the provisions related to authorized persons to inspect, enforce, and etc. the UDO provisions, modifications to the requirements for removal of public notice signs, and provisions related to governmental signs. Words underlined in table are proposed additions to the text of the UDO and words ~~stricken~~ are proposed deletions. The amendments are organized by topic, rather than by chapter, to facilitate discussion.

## Background

The following definition are for reference when reviewing the proposed revisions:

**Government Facility:** A structure or land use operated by the federal, state, or local government or by a local taxing body, e.g. Lemont Township, for the accomplishment of government services.

**Monument Sign:** A freestanding sign supported primarily by an internal structural framework or integrated into the landscaping or other solid structural features other than support poles.

**Pole Sign:** A free standing sign that is affixed, attached, or erected on a pole or poles that is not itself an integral part of or attached to a building.

**Detention Basin, Dry:** A detention basin covered with sod or turf grass, and intended to remain dry except for intermittent periods immediately following storm events when water is accumulated and temporarily stored before release.

**Detention Basin, Naturalized:** A detention basin designed to emulate natural lake or wetland systems by using native plants along the water's edge and on side slopes. The design generally incorporates flat slopes at the edge of the water or wetland, shallow zones of emergent vegetation at the edge of basin, and a combination of vegetated and open water areas in the wetland basin. Naturalized detention is designed to prevent flooding by temporarily storing storm water runoff and releasing it gradually to the downstream drainage system. In addition to this flood prevention function, naturalized detention basins are intended provide for pollutant removal and, where appropriate, the creation of wildlife habitat.

Detention Basin, Wet. A detention basin designed with the intention of holding water on a permanent or nearly permanent basis. Unlike naturalized detention basins, wet detention basins have generally steeper slopes, usually employ riprap for erosion control, and generally do not incorporate emergent vegetation at the edge of the basin, and do not incorporate a combination of vegetated and open waters in the basin area.

<b>TOPIC: Position title change</b>	<b>Reason for Change</b>
<p>Throughout the UDO references to the “<del>Planning and Economic Development Director</del>” will be changed to “<u>Community Development Director</u>”</p>	<p>The recent reorganization combining the Planning and Economic Development Department with the Building Department into the Community Development Department, the position title changed to Community Development Director.</p>
<b>TOPIC: Update authorized persons</b>	<b>Reason for Change</b>
<p><b>17.01.070 Violations, Penalties and Enforcement</b>            The <del>Planning and Economic Community Development Director, and Building Official,</del> shall be responsible for enforcing the provisions of this ordinance, unless otherwise stated. However, it shall also be the duty of all officers and employees of the Village, particularly members of the Police Department and the <del>Building Department Division,</del> to assist in the reporting of any new construction, reconstruction, improved land uses, or upon seeing any violation.</p>	<p>The reorganization into the Community Development Department the update allows additional authorized persons to enforce provisions of the UDO.</p>
<b>TOPIC: Update authorized persons</b>	<b>Reason for Change</b>
<p><b>17.01.080 Consent for Inspections</b>            All work for which a permit is required under this ordinance shall be subject to inspection by the <del>Planning and Economic Community Development Director, Building Official,</del> or duly authorized representative. <u>To the fullest extent allowed by law, it shall be unlawful to refuse to permit the</u> <del>Planning and Economic Community Development Director, Building Official,</del> or the representative to enter such premises or structure at any reasonable time to make an inspection. It shall be unlawful to interfere with or hinder the <del>Planning and Economic Community Development Director, Building Official,</del> or the representative when in the performance of their duties.</p>	<p>The reorganization into the Community Development Department the update allows additional authorized persons to enforce provisions of the UDO.</p>



TOPIC: Modification of the standards for public notice requirements	Reason for Change
<p><b>17.04.050 Public Notice</b></p> <p><b>B. Notice by Sign.</b> The applicant shall, not less than 15 days and not more than 30 days prior to the scheduled date of the public hearing, continuously post a readable sign on the subject property. This sign shall be placed near the public right of way and shall be visible from the public right of way. If no public right of way exists, the sign shall be placed on the subject property where it will receive the maximum exposure to neighboring residents and passersby. (Figure 17-04-01 is an example of such a notice sign.) <u>The applicant shall remove the otherwise required public notice sign(s) within thirty (30) days after the conclusion of the public hearing held before the Planning and Zoning Commission. Failure of the applicant to do so shall be deemed a violation of this ordinance and be subject to the General Penalty provisions of this Code.</u></p>	<p>There are currently no provisions to require applicants to remove the required public notice signs in a timely manner. This modification allows for enforcement of the timely manner removal of the signs.</p>
TOPIC: Sign Standards and Restrictions for Governmental Signs	Reason for Change
<p><b>17.11.210 Government Facility Signs.</b>  <u>One (1) sign per street frontage is permitted to be erected and placed upon property used as a Government Facility(ies), which shall be exempt from sections: 17.11.040. D., 17.11.060. B, 17.11.110, 17.11.130, 17.11.140, 17.11.170, 17.11.180, and 17.1.190 of this chapter. Government Facility signs shall not exceed a maximum of 64 square feet that may be applied to two sides of a sign, for a total of 128 square feet per sign, shall not exceed 8 feet in height, and shall not be pole signs erected by a single pole.</u></p>	<p>This would exempt other taxing bodies (Township, Fire Protection District, Library District, Park District, etc.) from having to follow the restrictions for pole signs, fees, landscaping requirements, residential zoning district standards, commercial zoning district standards, institutional zoning district standards, and manufacturing zoning district standards. These taxing bodies would still be required to obtain a permit without fee, follow general location restrictions, illumination restrictions, electronic message center restrictions, the downtown zoning district standards, and size restrictions. As most local taxing agencies, including the Village, have multiple locations</p>





	<p>where signage is desired, it may become a financial burden to install the signage as required by the code. These exemptions would allow for the construction of more cost efficient signs. The Village will strongly suggest that each of these signs will bear the Lemont Keystone as well.</p>
<p><b>TOPIC: Standards for wet detention basins</b></p>	<p><b>Reason for Change</b></p>
<p><b>17.29.020. F Wet Detention.</b> <u>A detention basin designed with the intention of holding water on a permanent or nearly permanent basis. Unlike naturalized detention basins, wet detention basins have generally steeper slopes, usually employ riprap for erosion control, and generally do not incorporate emergent vegetation at the edge of the basin, and do not incorporate a combination of vegetated and open waters in the basin area. Slopes of naturalized wet detention shall not exceed 5:1. <del>Wet detention basins are discouraged and must receive approval of the Public Works Director. All wet detention facilities shall be privately owned and maintained.</del></u></p> <p><b>17.29.020.G Naturalized Detention.</b>  Naturalized detention basins are encouraged. Naturalized detention is intended to serve multiple functions in addition to flood prevention, including pollutant removal and creation of wildlife habitat (where appropriate). The design and installation of naturalized detention facilities shall comply with the standards found in the Appendices titles “Native Plantings Guidelines” adopted here in which are incorporated into the Village Code by reference. <u>Slopes of naturalized detention basins shall not exceed 5:1.</u></p>	<p>The recent approval of the Native Planting Guideline (Appendix F of the UDO) wet detention basins are a permitted style of detention. The engineering standards to accompany the guidelines is necessary.</p> <p>Maximum slopes for the Naturalized detention basins were not established at the time that the Native Plantings Guidelines were adopted.</p>

