

Plan Commission Meeting

Village of Gilberts

87 Galligan Road

Gilberts, IL 60136

November 13, 2013

7:00 p.m.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL/ESTABLISH QUORUM**
- 3. APPROVAL OF MINUTES**
April 10, 2013
- 4. NEW BUSINESS**
- 5. OLD BUSINESS**
 - A. UDO Work Session**
- 6. COMMUNICATIONS**
- 7. ADJOURNMENT**

NOT APPROVED MINUTES

**Village of Gilberts
87 Galligan Road
Gilberts, Illinois 60136
Plan Commission Meeting Minutes
April 10, 2013
7:00 p.m.**

Call to Order

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

Roll Call/Establish Quorum

Present were Commissioners Zoerhoff, Sullivan, del Vecchio, Mills, Borgardt, Vice Chairperson Davidowski, and Chairman Hagen. Also present was Village Administrator Keller.

Absent was Commissioner McHone.

Approval of Minutes

January 9, 2013

A motion was made by Commissioner Zoerhoff and seconded by Commissioner Sullivan to approve the minutes of January 9, 2013. Voice Vote: all ayes. (Commissioners Zoerhoff, Sullivan, del Vecchio, Mills, Borgardt, Vice Chairperson Davidowski, and Chairman Hagen). 0-nays. 0-abstain. Motion carried.

New Business

A. Approval of Plats of Vacation of Rights of Way and Easements within the Riemer Centre Industrial Park & Office Research Centre Subdivision

Village Administrator Keller gave a brief description.

In the future Vice-Chairperson Davidowski would like a memo or a copy of the email which shows engineering does not have an issues or concerns with the final plat.

B. Approval of a Final Plat of Subdivision for Prairie Business Park

There was a discussion regarding the Tyrrell Family Farm located to the south of the development. If the development does not complete the dedicated road by September 21, 2016, then the dedicated road would still go in by the end of 2016. The right of way will go between lots 53 - 60. If the Clayton family has a plan before 2016, then the access road will go in as needed for their property.

C. Approval of a Final Plan for Phase I of Prairie Business Park (PUD)

Commissioner Zoerhoff stated his concern regarding an 8" drain. Administrator Keller stated that the drainage occurs to the west, and the drainage will not be reversed.

The architectural plans are references to the building plans, which Chief Building Inspector Swedberg is reviewing.

Plan Commission
Meeting Minutes
April 10, 2013
Page 2

Prairie Parkway and the infrastructure within it will be completed during Phase I.

The fire department did sign off on the hydrant locations.

A motion was made by Commissioner Borgardt and seconded by Commissioner Sullivan to recommend approval of New Business items A, B, and C as presented.

Vote: Role Call: 7 ayes (Commissioners Zoerhoff, Sullivan, del Vecchio, Mills, Borgardt, Vice Chairperson Davidowski, and Chairman Hagen). 0-nays, 0-abstain. Motion carried.

Old Business

There was no old business to discuss.

Communications

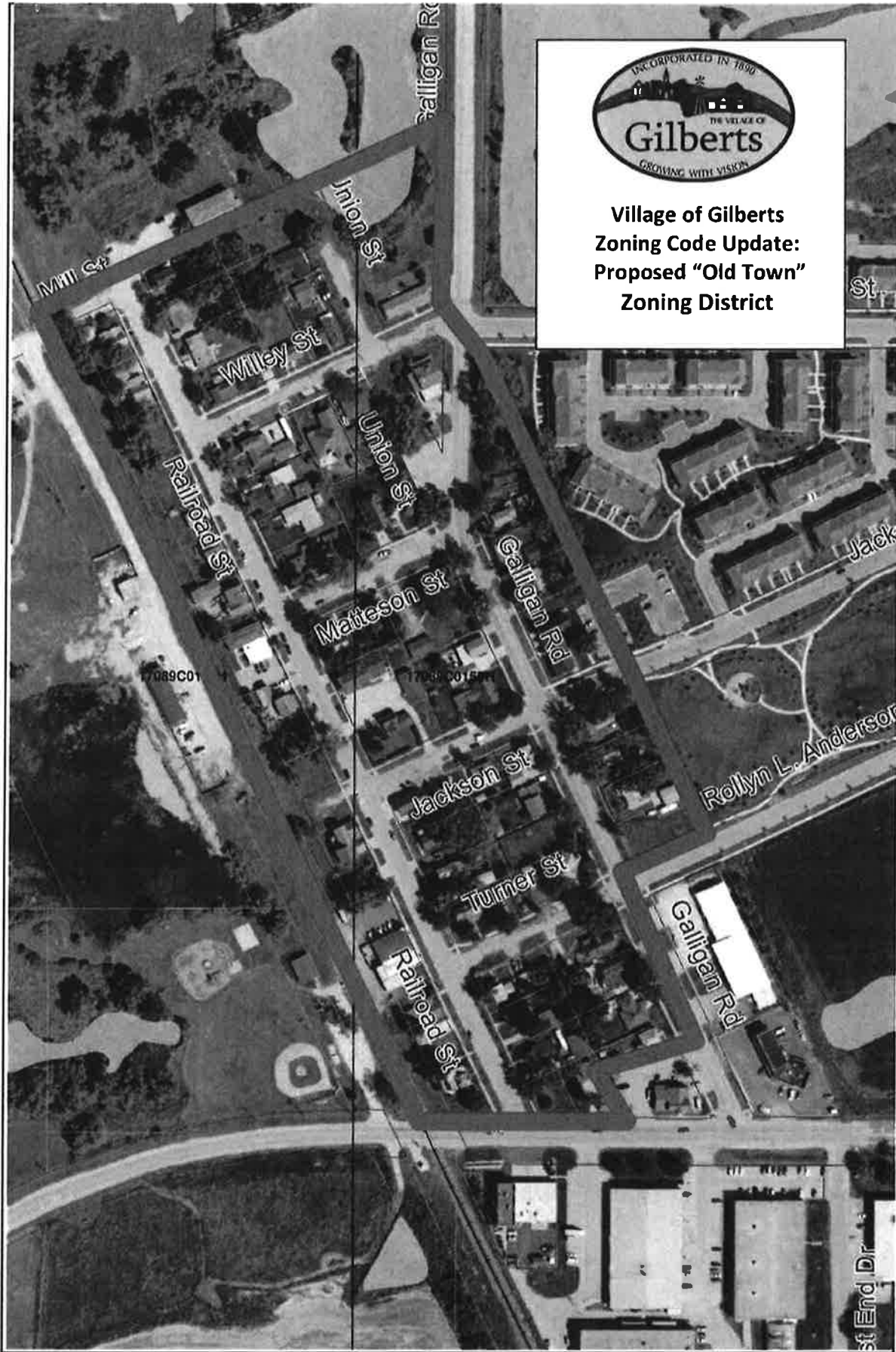
The next step in the UDO is to have a meeting with the residents living in "Old Town."

The Village Board put the A-1 Zoning District back into the UDO.

Adjournment

A motion was made by Vice Chairperson Davidowski and seconded by Commissioner Borgardt to adjourn from the meeting at 7:23 p.m. Roll Call: Voice Vote: all ayes. (Commissioners Zoerhoff, Sullivan, del Vecchio, Mills, Borgardt, Vice Chairperson Davidowski, and Chairman Hagen). 0-nays. 0-abstain. Motion carried.

Respectfully Submitted,
Karen Danca



**Village of Gilberts
Zoning Code Update:
Proposed "Old Town"
Zoning District**

17009C01

17009C01

st End Dr

CHAPTER 7
OLD TOWN (OT) DISTRICT

10-7-1 PURPOSE

The Old Town (OT) district regulations are intended to provide a suitable setting for the comingling of single-family residential uses with a variety of low-intensity commercial services, small offices and retail shopping within a neighborhood setting. The regulations of the district are designed to accommodate small retail, office and service commercial uses that are compatible in intensity and appearance with the residential uses also present in the district.

10-7-2 PERMITTED USES

The following uses and no other are permitted as of right in the OT district:

1. Residential Uses
 - a. Single family detached dwellings.
2. Retail Business Uses
 - a. Antique shops
 - b. Art and school supplies
 - c. Art sales and studios
 - d. Bicycle sales and service
 - e. Bookstores
 - f. Camera shops/photography studios, including film developing
 - g. Candy shops
 - h. Cigar, cigarette, and tobacco stores
 - i. Florists
 - j. Gift and novelty shops
 - k. Hobby/crafts shops
 - l. Jewelry stores
 - m. Lawn mower sales and service
 - n. Newspaper and magazine stores
 - o. Shoe sales and repair
3. Service Uses
 - a. Barber and beauty shops
 - b. Blue printing, copying, and small duplicating establishments
 - c. Employment agencies
 - d. Furniture cleaning, upholstery and repair shops
 - e. Glass cutting and glazing services
 - f. Travel agencies
 - g. Service uses, general, except as noted elsewhere

4. Office and Professional Uses
 - a. Political organization offices
 - b. Real estate sales and brokerage offices
 - c. Office and professional uses, general, except as noted elsewhere
5. Public and Utility Uses
 - a. Village uses, buildings, and facilities, subject to section 10-1-3.
6. Cultural, Recreational, and Entertainment Uses
 - a. Libraries
 - b. Parks and playgrounds
 - c. Open space
7. Agriculture uses, buildings, and facilities lawfully existing as of the effective date of this code, subject to the nonconformity regulations of chapter 10 and the regulations contained in section 10-8-6.
8. Similar and Compatible Uses. Other uses that are similar and compatible to those allowed as permitted uses in the OT District, as determined by the Zoning Administrator.

10-7-3 SPECIAL USES

The following uses may be permitted in the OT district, subject to the issuance of a special use permit as provided in section 10-11-11 of this code and subject to the additional standards set forth in this section.

1. Planned unit developments, but only subject to the special procedures and standards set forth in section 10-11-12 of this code.
2. Retail Business Uses
 - a. Pet shops
 - b. Building materials and garden supply stores
3. Service Uses
 - a. Laundromats / dry-cleaning, without on-site processing
 - b. Hotels and motels
 - c. Funeral homes
 - d. Parcel pick-up and delivery services
4. Health, Medical, and Care Facilities
 - a. Convalescent homes, day care facilities, and nursing homes
 - b. Nursery schools
 - c. Medical laboratories
 - d. Health treatment centers

- e. Medical offices
- 5. Public and Utility Uses, except those uses exempt under section 10-1-3
 - a. Fire stations
 - b. Government offices
 - c. Police stations
 - d. Post offices
 - e. Forest preserves, nature preserves and sanctuaries
 - f. Radio and television broadcasting facilities
 - g. Railroad stations
 - h. Utility substations
 - i. Sewage treatment and distribution facilities
 - j. Water treatment and distribution facilities
 - k. Water wells, reservoirs, towers, and storage facilities
- 6. Educational Uses
 - a. Barber and beauty schools
 - b. Business and technical schools
 - c. Personnel training centers
 - d. Trade and vocational schools
 - e. Colleges and universities
- 7. Cultural, Recreational, and Entertainment Uses
 - a. Clubs, lodges, and fraternal organizations
 - b. Dance halls and studios
- 8. Assembly uses pursuant to section 10-8-5 of this code.
- 9. Similar and Compatible Uses. Other uses that are similar and compatible to those allowed as special uses in the OT District, as determined by the Zoning Administrator.

10-7-4 USE LIMITATIONS

- A. Site Plan Review. Any exterior construction of a non-residential use, change in a nonresidential use, or increase in the intensity of an existing nonresidential use in the OT District, excluding normal repair and maintenance activities, shall require site plan review in accordance with section 10-11-14 of this code.
- B. Operation within an Enclosed Structure. All business, service, storage, and display of goods shall be conducted within completely enclosed structures, except for the following:
 - 1. Agricultural uses subject to section 10-8-6 of this code.
 - 2. Off-street parking and loading.

3. Temporary outdoor seating areas accessory to bars, restaurants, and taverns, subject to a temporary use permit, and permanent outdoor seating areas accessory to bars, restaurants, and taverns pursuant to a special use permit.
 4. Refuse disposal area, subject to section 10-8-1 of this code.
 5. Sale or display of merchandise sold or offered for sale through vending machines, provided the machines do not occupy an aggregate ground area of more than 16 square feet.
 6. Accessory uses, subject to section 10-8-1 of this code.
 7. Temporary uses, subject to section 10-8-3 of this code.
- C. Exterior of Buildings. No exterior wall of any building in the OT District shall be constructed using any of the following materials: wrinkled aluminum, flat concrete masonry, masonry cinder block, or plastic or similar materials.

10-7-5 DISTRICT REGULATIONS

- A. Accessory Structures and Uses. Accessory structures and uses are subject to the provisions of section 10-8-1 of this code.
- B. Temporary Uses. Temporary uses are subject to the provisions of section 10-8-3 of this code.
- C. Home Occupations. Home occupations are subject to the provisions of section 10-8-2 of this code.
- D. Antennas and Support Structures. Antennas and support structures are subject to the provisions of section 10-8-7 of this code.
- E. Site Development Regulations. The site development regulations applicable in the OT district, including parking, signs, fencing, landscaping, trees, lighting, storm water, utilities, access ways, and performance standards are set forth in chapters 8 and 9 of this title, and in the Village Code.
- F. Agricultural Uses. Agricultural uses are subject to the provisions of section 10-8-6 of this code.

10-7-6 BULK, SPACE, AND YARD REQUIREMENTS

- A. Requirements. The building height, lot area, setback, lot coverage, lot width, and floor area ratio (FAR) requirements applicable in the OT District are set forth in the table on the following page. Where the Village has approved specific bulk, space, and yard requirements for developments existing as of the date of approval of this code that are different than the otherwise applicable district requirements, those special requirements will apply. Thus, owners of land subject to special zoning or annexation approvals or private covenants, conditions, or restrictions should consult these approvals to determine whether

supplemental or more restrictive regulations will apply. Footnote references appear in subsection B of this section at the end of the table.

	OT
Minimum District Area	1 acre
Minimum Lot Area <i>(note 1)</i>	8,712 s.f.
Minimum Lot Width at frontage <i>(feet) (note 1)</i>	66
Minimum Lot Depth <i>(feet) (note 1)</i>	132
Maximum Lot Coverage for all buildings	40% of lot area
Maximum Floor Area Ratio for all buildings	40% of lot area
Maximum Principal Building Height <i>(feet) (note 2)</i>	35
Maximum Accessory Building Height <i>(feet) (note 2)</i>	20
Minimum Front and Corner Side Yard Setback <i>(feet) (note 3)</i>	15 (buildings) 10 feet (off street parking and loading)
Minimum Interior Side Yard Setback <i>(feet) (note 4)</i>	10 feet (buildings) 5 feet (off street parking and loading or accessory structure)
Minimum Rear Yard Setback <i>(feet) (note 4)</i>	15 feet (buildings) 5 feet (off street parking and loading or accessory structure)

B. Notes.

1. **Minimum Lot Size.** Existing lots that are less than 8,712 square feet in area or do not meet the minimum lot width and/or depth requirements and were platted before 1960 are buildable nonconforming lots of record, provided that said lots are not reduced in size or altered to increase their nonconformity. Nonconforming lots of record may be built in compliance with all other bulk, space and yard requirements.

2. **Height Exceptions.** Agricultural buildings and religious steeples and towers may exceed the maximum permitted height as set forth in section 10-8-6 (agricultural buildings) and section 10-8-5 (assembly uses) of this code.

3. **Front Yard Setback Exception in the OT District.** Where fifty (50) percent or more of the lots on one side of a street between two intersecting streets are developed with buildings that do not conform to the required front yard setback; the required building setback may be adjusted as follows:
 - a. Where a building is to be erected on a parcel of land that is within one-hundred (100) feet of existing buildings on both sides, the minimum required front yard building setback shall be a straight line

drawn between the two closest front corners of the adjacent buildings on the two sides, or

- b. Where a building is to be erected on a parcel of land that is within one-hundred (100) feet of an existing building on one side only, such building may be erected at the same or greater setback as the existing adjacent building.
4. Special Setback Abutting Residential District. Where a lot line abuts a Residential Zoning District, the off-street parking and loading areas shall be setback a minimum of 10 feet from the abutting lot line.

Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, IL 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

October 18, 2013

RE: Proposed "Old Town" Zoning District

Dear Property Owner:

The Village of Gilberts is presently working on a new Unified Development Ordinance (UDO) to replace its Zoning Code, which was written in 1985 and amended multiple times since. The draft UDO includes the "Old Town" district, a new zoning classification proposed for the area highlighted on the enclosed map. As an owner of property in this area, we wish to call your attention to the new zoning regulations proposed for this area prior to adopting the new code.

The proposed "Old Town" district tailors the zoning regulations controlling lot sizes, building setbacks and the list of permitted uses to better fit the area's existing conditions. The area's current "R-3" zoning regulations call for greater lot sizes and building setbacks than what can be accommodated without requiring a variance (i.e. special exceptions from the zoning code that are approved on a case-by-case basis by the Village Board). The proposed district would reduce minimum lot dimensions and building setbacks to fit the existing lots and houses in the neighborhood. The list of allowed uses would expand to include small retail and service uses, giving current and future property owners greater flexibility with the use of their properties while maintaining the character and scale of the existing structures. The proposed regulations are enclosed for your information.

As an owner of property in this area, I invite you to learn more about the proposed zoning district at the Plan Commission meeting on Wednesday, November 13, 2013 at 7:00 PM at Village Hall. The Plan Commission will review any final changes to the UDO, including the "Old Town" zoning regulations, before submitting the final draft to the Village Board for approval. You are also welcome to contact me by email (rkeller@villageofgilberts.com), by phone (847-428-2861) or in person at Village Hall with any questions or comments.

The approval of the UDO, including the proposed "Old Town" district, is the first of two steps to be completed before the new regulations would take effect. Following the adoption of the UDO, the Village will start the process to rezone properties to the newly-created "Old Town" classification. We anticipate starting the rezoning process after January 1, 2014; you will receive a written notice when that process is started.

Sincerely,



Ray Keller
Village Administrator

Public Works Facility
Finance & Building Departments
73 Industrial Drive, Gilberts, IL 60136
Ph. 847-428-4167 Fax: 847-551-3382

Police Department
86 Railroad St., Gilberts, IL 60136
Ph. 847-428-2954 Fax 847-428-4232