

**ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)
February 5, 2019 – Meeting Minutes**

Senior Planner Matt Asselmeier called the meeting to order at 9:01 a.m.

Present:

Megan Andrews – Soil and Water Conservation District
Meagan Briganti – GIS
David Guritz – Forest Preserve
Fran Klaas – Highway Department
Deputy Commander Jason Langston – Sheriff's Department
Matt Asselmeier – PBZ Department

Absent:

Greg Chismark – WBK Engineering, LLC
Aaron Rybski – Health Department
Brian Holdiman – PBZ Department
Matthew Prochaska – PBZ Committee Chair

Audience:

Manpreet Singh

AGENDA

Mr. Guritz made a motion, seconded by Mr. Klaas, to approve the agenda as proposed. With a voice vote of all ayes the motion carried unanimously.

MINUTES

Mr. Klaas made a motion, seconded by Mr. Guritz, to approve the January 8, 2019, meeting minutes. With a voice vote of all ayes the motion carried unanimously.

PETITIONS

Petition 19-06 Manpreet Singh on Behalf of MGG Freight Brokerage, LLC – Site Plan Approval for Truck Storage on Lots 1-5 of Light Road Industrial Park (PINs 03-07-177-004, -005, -006, -007, and -008) in Oswego Township

Mr. Asselmeier summarized the request. MGG Freight Brokerage, LLC is requesting permission to construct pads for trucks and trailers on lots 1-5 of Light Road Industrial Park. If approved, the Petitioner would like to start construction and operations at the property as soon as possible. The Petitioner purchased the property on January 17, 2019.

The property is setback from residential properties to the east. The surrounding properties are classified as mixed use business on the future land use map. Adjacent properties are zoned M-1.

EcoCAT Report was provided. Protected resources are in the area, but adverse effects are unlikely.

Natural Resource Inventory not required because the property is zoned M-1.

Petition information was sent to Oswego Township on January 18, 2019. Commerce Drive must be accepted by Oswego Township prior to the issuance of any building permits.

Petition information was sent to the Oswego Fire Protection District on January 24, 2019. Mr. Asselmeier read a letter from the Oswego Fire Protection District requesting information about the fence.

Petition information was sent to the Village of Montgomery on January 24, 2019. No comments were received.

Petition information was sent to the Village of Oswego on January 24, 2019. No comments were received

WBK submitted comments on the proposal. The industrial park was developed with one hundred percent (100%) impervious surface planned.

Responsive to Site Conditions-Site plans should be based on an analysis of the site. Such site analysis shall examine characteristics such as site context; geology and soils; topography; climate and ecology; existing vegetation, structures and road network; visual features; and current use of the site. In addition to the standards listed below, petitioners must

also follow the regulations outlined in this Zoning Ordinance. To the fullest extent possible, improvements shall be located to preserve the natural features of the site, to avoid areas of environmental sensitivity, and to minimize negative effects and alteration of natural features. Fragile areas such as wetlands shall and flood plains should be preserved as open space. Slopes in excess of 20 percent as measured over a 10-foot interval also should remain as open space, unless appropriate engineering measures concerning slope stability, erosion and safety are taken - No structures are planned for the site. No lighting is planned for the site. A stormwater permit will be required prior to the issuance of any permits.

Traffic and Parking Layout-Site plans should minimize dangerous traffic movements and congestion, while achieving efficient traffic flow. An appropriate number of parking spaces shall be provided while maintaining County design standards. The number of curb cuts should be minimized and normally be located as far as possible from intersections. Connections shall be provided between parking areas to allow vehicles to travel among adjacent commercial or office uses. Cross-access easements or other recordable mechanisms must be employed - Ample space exists on the property for the proposed use. The property will be fenced. Commerce Drive must be accepted by Oswego Township prior to the issuance of any building permits.

Conflicts between pedestrians and vehicular movements should be minimized. When truck traffic will be present upon the site, the road size and configuration shall be adequate to provide for off-street parking and loading facilities for large vehicles. Barrier curb should be employed for all perimeters of and islands in paved parking lots, as well as for all service drives, loading dock areas, and the equivalent. Parking lots in industrial or commercial areas shall be paved with hot-mix asphalt or concrete surfacing - This is not an issue.

Site Layout-Improvements shall be laid out to avoid adversely affecting ground water and aquifer recharge; minimize cut and fill; avoid unnecessary impervious cover; prevent flooding and pollution; provide adequate access to lots and sites; and mitigate adverse effects of shadow, noise, odor, traffic, drainage and utilities on neighboring properties - The site will be laid out in a manner that will not impact shadow, noise, odor, or traffic. A stormwater permit must be secured prior to the issuance of any building permits.

Consistent with the Land Resource Management Plan-The proposed use and the design of the site should be consistent with the Land Resource Management Plan - This is true.

Building Materials-The proposed site plan design shall provide a desirable environment for its occupants and visitors as well as its neighbors through aesthetic use of materials, textures and colors that will remain appealing and will retain a reasonably adequate level of maintenance. Buildings shall be in scale with the ultimate development planned for the area. Monotony of design shall be avoided. Variations in detail, form, and setting shall be used to provide visual interest. Variation shall be balanced by coherence of design elements - No building is planned for the site.

Relationship to Surrounding Development-A site shall be developed in harmony with neighboring street pattern, setbacks and other design elements - The proposed site development is in harmony with the existing use of neighboring properties provided fencing meets the Kendall County Zoning Ordinance.

Open Space and Pedestrian Circulation-Improvements shall be designed to facilitate convenient and safe pedestrian and bicycle movement within and to the property - This is not applicable.

Buffering-Measures shall be taken to protect adjacent properties from any undue disturbance caused by excessive noise, smoke, vapors, fumes, dusts, odors, glare or stormwater runoff. Incompatible, unsightly activities are to be screened and buffered from public view - The Petitioner plans to install a fence as required by the Kendall County Zoning Ordinance and is away from neighboring residential uses.

Emergency Vehicle Access-Every structure shall have sufficient access for emergency vehicles - Staff would like comments from the Kendall County Sheriff's Department and Oswego Fire Protection District on this issue.

Mechanical Equipment Screening-All heating, ventilation and air conditioning equipment shall be screened on sides where they abut residential districts - No buildings are proposed.

Lighting-The height and shielding of lighting fixtures shall provide proper lighting without hazard to motorists on adjacent roadways or nuisance to adjacent residents by extending onto adjacent property. Cut-off lighting should be used in most locations, with fixtures designed so that the bulb/light source is not visible from general side view - No lighting is proposed.

Refuse Disposal and Recycling Storage Areas-All refuse disposal and recycling storage areas should be located in areas designed to provide adequate accessibility for service vehicles. Locations should be in areas where minimal exposure to

public streets or residential districts will exist. Screening shall be required in areas which are adjacent to residential districts or are within public view. Such enclosures should not be located in landscape buffers. Refuse containers and compactor systems shall be placed on smooth surfaces of non-absorbent material such as concrete or machine-laid asphalt. A concrete pad shall be used for storing grease containers. Refuse disposal and recycling storage areas serving food establishments shall be located as far as possible from the building's doors and windows. The use of chain link fences with slats is prohibited - Refuse will not be collected onsite.

Pending concerns regarding safety and traffic circulation, Staff recommended approval of the proposed site plan as proposed with the following three (3) conditions:

1. The site shall be developed substantial in conformance with the submitted site plan. The total impervious surface area shown on the submitted documents shall be for the entire site. The specific location of parking pads shall be the discretion of the property owner.
2. The site shall be developed in accordance with all applicable federal, state, and local laws related to site development and the type of business proposed for the site, including, but, not limited to, securing the applicable stormwater management permit.
3. No permits shall be issued until Commerce Drive is accepted by Oswego Township.

If approved, the Petitioner would have to submit information for a building permit.

Deputy Commander Langston asked about the Knox Box. Mr. Singh indicated that he would do an automatic gate with a key pad password. Mr. Singh will provide the password to the Kendall County Sheriff's Dispatch Office.

Deputy Commander Langston asked about the usage at the site. Mr. Singh responded that each driver will have a different schedule. The trucks would be parked onsite. No lighting will be provided and no staff will be onsite.

Mr. Klaas asked about the parking surface. Mr. Singh responded that he will have nine inches (9") of stone as a base and four inches (4") of asphalt grindings.

The total capacity is for one hundred ten (110) trucks.

Oswego Township will take over maintenance of Commerce Drive after the required streetlights are installed.

Some trucks will have loads.

Deputy Commander Langston expressed concerns regarding the lack of lighting. Mr. Singh will assign spots to each truck. He might add lighting in the future.

Truckers will park and go home during the evening. The drivers will live locally.

Deputy Commander Langston asked about restricting traffic on Dolores Street. Mr. Singh indicated that he will install signs directing trucks not to use Dolores Street.

Trucks will be arriving and departing at all hours.

Mr. Klaas made a motion, seconded by Ms. Briganti, to approve the site plan subject to the following conditions:

1. The site shall be developed substantial in conformance with the submitted site plan. The total impervious surface area shown on the submitted documents shall be for the entire site. The specific location of parking pads shall be the discretion of the property owner.
2. The site shall be developed in accordance with all applicable federal, state, and local laws related to site development and the type of business proposed for the site, including, but, not limited to, securing the applicable stormwater management permit.
3. No permits shall be issued until Commerce Drive is accepted by Oswego Township.
4. The property owner shall supply the Kendall County Dispatch Office with the code for property's Knox Box.

5. The property owner shall erect and maintain signage directing trucks not to use Dolores Street.

Ayes (6): Andrews, Asselmeier, Briganti, Guritz, Klaas, and Langston
Nays (0): None
Abstain (0): None
Absent (4): Chismark, Holdiman, Rybski, and Prochaska

The motion passed unanimously.

REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD

None

OLD BUSINESS/NEW BUSINESS

None

CORRESPONDENCE

None

PUBLIC COMMENT

None

ADJOURNMENT

Mr. Guritz made a motion, seconded by Mr. Klaas to adjourn. With a voice vote of all ayes, the motion carried. The ZPAC, at 9:19 a.m., adjourned.

Respectfully Submitted,
Matthew H. Asselmeier, AICP
Senior Planner