

CITY OF GENOA

Plan Commission

Meeting Date – March 8, 2018
7:00 P.M.

Municipal Center Council Chambers

AGENDA

- I. Call to Order
- II. Amendments to the Agenda
- III. Approve Minutes of the September 14, 2017 Plan Commission Meeting
- IV. Public Comment for Items Not Listed on the Agenda
- V. New Business
- VI.
 - A. **Public Hearing** to consider a request by DeKalb County Government, as petitioners, and Genoa-Kingston School District, as property owners, for approval of a Special Use Permit for a Wireless Communications Tower at the property located at 908 Park Avenue, Genoa, Illinois. The Special Use Permit approval, as requested by the petitioner, is further outlined in the project review report.
 1. Open Public Hearing and Establish Quorum
 2. Staff Comments
 3. Petitioner Comments
 4. Staff and Plan Commission Questions/Comments
 5. Public Comment
 6. Close Public Hearing
 7. Plan Commission Deliberation and Motion on Petition with Findings of Facts
 - B. **Public Hearing** to consider a request for an approval of a Preliminary Planned Unit Development and Final Planned Unit Development for Genoa Motors, Inc., and Mike Cretsinger, property owners, for a commercial building on the currently zoned “CBC” Central Business and Civic District at 540 West Main Street, located on the southeast corner of State Street and West Main Street Genoa, Illinois. The Preliminary and Final Planned Unit Development, as requested by the petitioner, is further outlined in the project review report.
 1. Open Public Hearing and Establish Quorum
 2. Staff Comments
 3. Petitioner Comments
 4. Staff and Plan Commission Questions/Comments
 5. Public Comment
 6. Close Public Hearing
 7. Plan Commission Deliberation and Motion on Petition with Findings of Facts
- VII. Old Business
- VIII. Department Reports
- IX. Announcements
- X. Adjournment

City of Genoa
Plan Commission Minutes
September 14, 2017 7:00 P.M.
Genoa City Hall Council Chambers

Draft 09/14/17

<u>Members Present:</u> Michael Cirone Dana Mammoser Robert Moore Brian Wallace Mike Walsh	<u>Members Absent:</u> Jennifer Creadon Kyle Wille	<u>Guests</u> Joe Misurelli Connie Becker Jeff Brust Susan Castle
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- I. Chairman, Jennifer Creadon was absent.
Michael Cirone called the meeting to order and roll call was taken.

Jennifer Creadon	Absent
Michael Cirone	Yes
Dana Mammoser	Yes
Robert Moore	Yes
Brian Wallace	Yes
Mike Walsh	Yes
Kyle Wille	Absent

Quorum Present

Motion to appoint Michael Cirone as Chairman Pro Temp was made by Dana Mammoser and seconded by Brian Wallace. All members voted yes. Motion passed. Michael Cirone was acting Chairman.

Jennifer Creadon	Absent
Michael Cirone	Yes
Dana Mammoser	Yes
Robert Moore	Yes
Brian Wallace	Yes
Mike Walsh	Yes
Kyle Wille	Absent

- II. No Amendments to the Agenda.
- III. Brian Wallace made the motion to approve the minutes of the January 12, 2017 meeting, Dana Mammoser seconded. Dana Mammoser noticed in the previous Plan Commission minutes that she and Robert Moore were marked absent and Jennifer Creadon and Michael Cirone were marked present in the adjournment roll call vote. Plan Commission minutes were corrected to reflect the changes.

Roll Call Vote:

Jennifer Creadon	Absent
Michael Cirone	Yes
Dana Mammoser	Yes
Robert Moore	Yes
Brian Wallace	Yes
Mike Walsh	Yes
Kyle Wille	Absent

Motion Passed

IV. There were no items from individuals in attendance.

V. New Business

A. **Public Hearing** to consider a request for an approval of an Amendment to a Special Use for an Outdoor Seating area at the rear for Minnihan's, Inc., a corporation doing business as Minnihan's, and Thomas Minnihan, as property owner, for the property at 209 West Main Street. This property is located along the north side of West Main Street, east of Emmett Street and West of Genoa Street. The Special Use Permit Amendment approval, as requested but the petitioner, is further outlined in the project review report.

1. The Public Hearing was opened and roll call was taken to establish a quorum.

Roll Call

Jennifer Creadon	Absent
Michael Cirone	Present
Dana Mammoser	Present
Robert Moore	Present
Brian Wallace	Present
Mike Walsh	Present
Kyle Wille	Absent

Quorum Established

2. Staff Comments

Joe Misurelli informed the Commission that this meeting is a follow up to the previous request to the Plan Commission from Thomas Minnihan, owner of Minnihan's, to build a deck for outdoor seating. Mr. Minnihan had a survey completed and decided that, based on the survey, that a beer garden was a better option for more square footage and seating. Mr. Misurelli stated that Mr. Minnihan met all the legal requirements of posting a sign, publishing a notice on 8/26/17 in the Daily Chronicle and sent letters to property owners within 250 feet of his property. Mr. Minnihan would like to delete the deck and change the request to an approximate area of 20X24 for a beer garden.

3. Petitioner Comments None

4. Public Comments

Jeff Brust, property owner of 207 W. Main Street, had many concerns because he has tenants at his property. Mr. Brust noted that No Smoking signs were not posted, a lock was not installed on the gate and the parking spots behind Minnihan's were not available, as per the Plan Commission recommendations on the April 13th meeting. Mr. Brust also noted that Mr. Minnihan had already started the building process without the city's approval and he wanted to know who from the city was overseeing this building process. Mr. Brust also noted that beer was being consumed in the area in question.

Mr. Misurelli responded that Mr. Minnihan had applied for a fence permit through the city. This permit met all UDO requirements and was approved. This permit was for an 8 ft solid wood fence that would provide a noise buffering to surrounding businesses. As for the consumption of alcohol in the beer garden, a permit was also

applied for, and approved. Mr. Minnihan was issued a temporary beer garden permit that was to expire near the end of September. Mr. Misurelli also notified Mr. Brust he could post a Private Parking sign and that might alleviate the parking problem. Mr. Misurelli also suggested call the police department to have the vehicles towed.

Connie Becker, the owner of the property located at 213 W. Main Street, questioned the size of the beer garden, and if it was going to be expanded yet again. Ms. Becker also questioned the restriction of music played in the beer garden during business hours. Ms. Becker stated that there had not been an issue, except for during the Homecoming parade, when they could hear music at 4:00, which disrupted their business.

Mr. Misurelli responded that the size of the beer garden would not be increased and what is currently there now is what it will remain.

Mr. Misurelli responded that although it was recommended by the Plan Commission to not have music until after business hours, it was not included in the City Council conditions.

5. Close Public Comment – Michael Cirone
6. Staff and Plan Commission Questions / Comments – No further questions and comments were asked.
7. Plan Commission Motion on Petition

Michael Cirone made the motion, seconded by Brian Wallace, to recommend to the City Council, that an amendment be made to their previously approved Special Use Permit deleting a deck at the rear for Minnihan's, Inc to an outdoor fenced in seating area of approximately 480 square feet with the following Finding of Facts and Conditions as contained in the project review:

- A. The proposed use is desirable to provide a service for residents and visitors to the City of Genoa, is conducive to the further development of activity in and the unique character of the CBC district, and will contribute to the general welfare of the neighborhood or community by expanding the range of customers drawn to the Downtown area:
- B. The proposed use will not have a substantial adverse effect upon the adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare as long as the petitioners follow existing ordinances and any conditions attached to the Special Use; and
- C. The proposed use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations as long as the petitioners follow existing ordinances and any conditions attached to the Special Use.
- D. There are no specific other standards and criteria established by the ordinance for this particular Special Use as set forth in Section 4.3.4, and the property is not a PUD and therefore these criteria applied to Planned Developments as set forth in Article 4.4 do not apply.

Roll Call Vote:

Jennifer Creadon	Absent
Michael Cirone	Yes
Dana Mammoser	Yes
Robert Moore	Yes
Brian Wallace	Yes
Mike Walsh	Yes
Kyle Wille	Absent

Recommendation Approved

VI. Old Business – None

VII. Department Reports – Joe Misurelli stated that the City has received a grant from the DeKalb County Community Foundation for park improvements along the riverfront, as well as the continuation of local events, such as the car show and open air markets, for parking and trail improvements and for assisting the Chamber. Most of these improvements will begin in the Spring of 2018.

Custom Aluminum had previously expanded by 45,000 square feet now with an additional 16,000 square feet of storage. This addition will add an additional 30 employees.

J6 and Service Concepts were just recently approved for economic incentives through the local governments, the County and Kishwaukee Community College.

VIII. Announcements – None

IX. Adjournment

Brian Wallace made the motion to adjourn the meeting, seconded by Robert Moore.

Roll Call Vote:

Jennifer Creadon	Absent
Michael Cirone	Yes
Dana Mammoser	Yes
Robert Moore	Yes
Brian Wallace	Yes
Mike Walsh	Yes
Kyle Wille	Absent

Motion Passed

The meeting was adjourned at 7:20 PM.

DEVELOPMENT PROJECT REVIEW REPORT

DATE: February 7, 2018

PETITION NO. 2018-1

APPLICANT/PETITIONER: DeKalb County Government

OWNER (IF DIFFERENT): Genoa-Kingston School District

ADDRESS OF PROPERTY: 980 Park Avenue Genoa, IL 60135

PPI #: 02-25-100-005

LOCATION: North of Russell Woods, South of Route 72, and West of the Riverbend Subdivision

REQUEST: Special Use Permit for a Communication Tower use

SIZE: approximately 24 acres

PROPERTY IN QUESTION
 980 Park Avenue Special Use Permit for a Communications Tower



ZONING, LAND USE AND COMPREHENSIVE PLAN:

Location	Zoning	Use	Comprehensive Plan
PIQ	AG	Secondary School	Civic/Institutional
North	A-1/County	Agricultural	Agricultural
South	Forest Preserve	Environmental/Forest Preserve	Environmental Corridor
East	HC/HR	Single Family Residential	Commercial/Residential
West	A-1/County	Agricultural	Agricultural

DEVELOPMENT PROJECT REVIEW

The property at 980 Park Avenue is currently zoned, “AG”, Agricultural District, and is improved with a two story secondary school, off-street parking, athletic fields, and a school transportation facility. The parcel is located to the north of the north-east portion of Russell Woods Forest Preserve, west of the Riverbend subdivision, and to the South of Route 72.

DeKalb County Government would like to construct a Public Safety Communication tower at the south west corner of the School District’s southerly parcel, 02-25-100-005. The use of commercial, radio, microwave antenna towers and transmitters requires a Special Use Permit in the AG- Agricultural District.

PROJECT REVIEW

General

DeKalb County Government has petitioned to build a wireless communications facility on a leased lot from Genoa-Kingston School District property through an Intergovernmental Cooperation Agreement to improve public safety dispatching communications in this area of the County. The wireless communications facility would be a fenced in 75’ by 75’ area adjacent to the County Forest Preserve as depicted in Exhibit A. The facility would include an 8’ by 12’ equipment shelter, generator and a communications tower not to exceed 400’ in height as shown in Exhibit A and B. The tower is designed to be of a lattice type design with whip antennas and microwave dishes at the top of the structure. The fence surrounding the area would be 8’ tall with a barbed wire top. The lot would be accessible by a 12’ wide gravel drive, with consideration for a permanent asphalt drive. DeKalb County Government would be constructing the tower for the purpose of public safety communication systems, however, if deemed to enhance public safety communications, the tower may be used for cellular communications in the future.

The Commission is the entity that holds the Public Hearing on the special use request, and the Commission must determine findings of fact relative to their recommendation. In order to address potential concerns, if the Plan Commission recommends approval of the Special Use, the Commission may recommend approval subject to attaching conditions to the Special Use in order to address or avoid potential issues or concerns. If the Commission does not recommend the Special Use, the Commission must make findings of fact that specify based upon evidence the findings of fact supporting a recommendation to the City Council that the Special Use be denied.

Tower Regulations

The Unified Development Ordinance outlines several regulations pertaining to communications towers, including:

- A Special Use Permit is required for wireless communication.
- The tower and related buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend the structures into the natural settings and surrounding buildings. DeKalb County Government will maintain

the existing prairie grasses around the fenced in area and additional trees may be added to screen the lower equipment shelter.

- A tower may be considered a principal or accessory use. For the purpose of this project, the proposed tower will be considered an accessory use and must meet the designated setbacks.
- All towers must meet or exceed current standards or regulations of the FAA, the FCC, or any other agency or state or federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this Ordinance shall bring such towers and antennas into compliance with such revised standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency.

Safety

As exemplified in Exhibit A, the County will be required to acquire Federal Aviation Administration (FAA) permits and Federal Communication Commission (FCC) permits, in addition to meeting requirements for grounding systems. While a monopole design may be more aesthetically appealing than a lattice type design, the lattice type design was chosen because it is self-collapsing, whereas a monopole would fall on other surrounding structures unless guy wires were installed at great length.

In addition to the safety regulations and careful engineering of the tower, the purpose of the tower is also to increase public safety communications within the community. The tower will be used as a repeater for dispatching services for many agencies, including Genoa's, throughout the County.

SPECIAL USE

A public hearing is required for consideration of an approval of a Special Use. The legal notice was published in the Daily Chronicle on February 20, 2018, the notification sign posted on the site, and the petitioner mailed certified letters to the property owners within 250 feet.

Since a Special Use is intended to be permitted only at certain locations upon review and not as a right, a public hearing is held for comments and concerns from neighboring property owners. The Public Hearing is designed to elicit public commentary and to allow evidence to determine the findings of fact pursuant to the criteria for Special Uses. Some of these criteria will be dependent upon any comments of the public or the presentation by the petitioner; however we have listed below the criteria under the UDO for Special Uses that may be helpful in the consideration of this project.

CRITERIA FOR SPECIAL USES:

A Special Use Permit shall be granted only if evidence is presented to establish that:

- A. The proposed structure or use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of the public and will contribute to the general welfare of the neighborhood or community;
- B. The proposed structure or use will not have a substantial adverse effect upon the adjacent property, the character of the neighborhood, traffic conditions, utility

facilities and other matters affecting the public health, safety and general welfare; and

- C. The proposed structure or use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations.
- D. Such other standards and criteria as are established by the ordinance for a particular Special Use as set forth in Section 4.3.4 and as applied to Planned Developments as set forth in Article 4.4.

We have prepared possible findings of fact to facilitate the Plan Commission's consideration of this matter. These may be found following the recommendation and proposed conditions.

PROPOSED FINDINGS OF FACT:

- A. The proposed use is desirable to enhance public service and public safety communication, which is in the interest of the public and will contribute to the general welfare of the neighborhood or community.
- B. The proposed use will not have a substantial adverse effect upon the adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare as long as the petitioners follow existing ordinances and any conditions attached to the Special Use; and
- C. The proposed use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations as long as the petitioners follow existing ordinances and any conditions attached to the Special Use.
- D. The specific other standards and criteria established by the ordinance for the Personal Wireless Facilities Special Use as set forth in Section 4.3.4 G as exemplified in this report are met. The property is not a PUD and therefore these criteria applied to Planned Developments as set forth in Article 4.4 do not apply.

RECOMMENDATION

The Public Hearing is intended to allow potential issues associated with the proposed use at the specific location. In order to provide some potential conditions that could address the types of issues that might arise from the use, we have added a number of proposed conditions, including ones we would typically suggest with any Special Use.

We would recommend that the Plan Commission adopt a motion including the following findings of fact and conditions recommending to the City Council approval of the proposed Special Use Permit for a communications tower for DeKalb County Government at 980 Park Avenue.

1. If signals, lights or illumination is required by the Federal Communications Commission (FCC) or Federal Aviation Administration (FAA), the illumination that is required must cause the least disturbance to the surrounding views.
2. Prior to construction, the tower must meet or exceed current standards or regulations of the FAA, the FCC, or any other agency of the state or federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, the owners of the towers and antennas governed by this Ordinance shall bring such towers and antennas into compliance with such revised standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency.
3. If the Intergovernmental Cooperation Agreement for the leasing of the tower site is discontinued or revoked, the Special Use will terminate.
4. A setback requirement for an accessory structure use of 5 feet from any side or rear lot line must be met.
5. Although typically not permitted, a barbed wire fence will be permitted on this parcel only for the purposes of the Wireless Communications Facility perimeter enclosure.
6. DeKalb County Government must do their best in the design of the structure and site landscaping to blend in with the surrounding area, without sacrificing safety or effectiveness of the tower.
7. If DeKalb County Government decides to rent space on the tower to any other communication systems in the future, the County must notify the City of Genoa for approval.
8. DeKalb County must not deny the use of the communications tower to any other public agency that wishes to use the tower to benefit the public good, so as it does not have a negative effect on the DeKalb County Government communications.
9. DeKalb County will consider paving the gravel path to the Communications Tower with asphalt.
10. All other City codes and ordinances will be complied with.

Exhibit A

2. **Improved Site.** The School District leases to the County a **seventy (75) feet by seventy (75) foot (?)** area located adjacent to the County forest preserve in the _____ area of the high school property located at 980 Park Ave. in Genoa, Illinois. This will include twelve (12) feet wide access drive to the tower. This area will be referred to as the "Improved Site", legally described as contained in Exhibit B attached hereof and made part of this Agreement. The School District will not charge any fees to the County for the use of the Improved Site during the duration of this Agreement. It is agreed that the School District will have use of the Property Site for educational and other purposes, but will not use or enter the Improved Site unless authorized by the County.

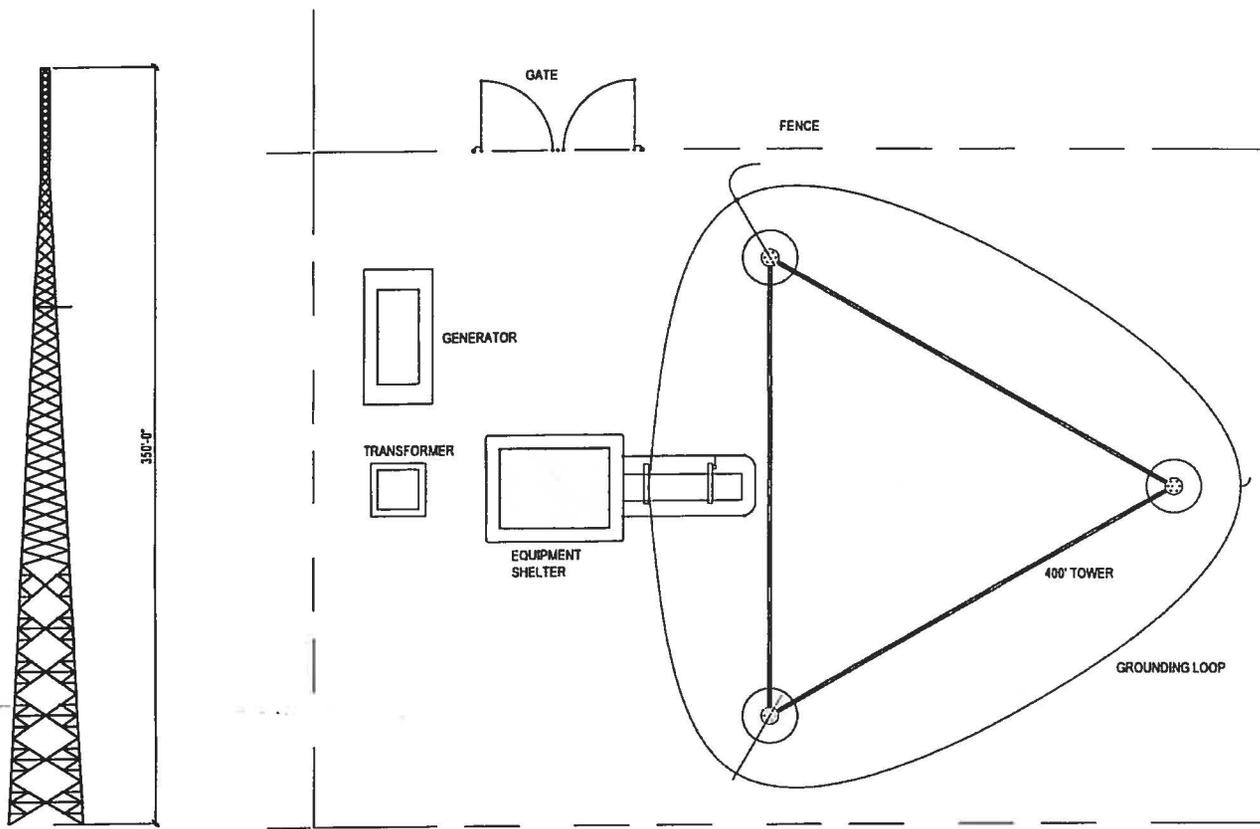
A. **Term.** The initial term of this Agreement shall commence _____ and terminate on _____.

3. **Improved Site Use and Maintenance.** The Improved Site shall include:

- a. Electrical service
- b. Local fiber optic connection
- c. Approximately 8' x 12' concrete equipment shelter
- d. Generator with integral fuel tank
- e. 8' tall chain-link fence with barb-wire top
- f. Stone within a 50' x 50' fenced area
- g. 400' self-supported tower
- h. All grounding systems to meet R56 requirements
- i. 12' wide stone access drive, including any culverts required
- j. The County will implement the installation of all the improvements to meet or exceed the R56 "communication Site" requirements and NFPA 1221 of the Improved Site
- k. The County may install a security system at the Site that will be monitored by the County
- l. The County will maintain the Improved Site, including the twelve (12) feet wide drive during the duration of the Agreement.
- m. The County will acquire the Federal Aviation Administration (FAA) permits and Federal Communication Commission (FCC) permits.
- n. The County shall be responsible to procure and process all the aforementioned building permits and receive any local, state and federal zoning requirements and shall comply with all such requirements.

4. **Sale of the Property Site by the School District.** In the event that the School desires to sell the Property Site, the School hereby grants the County right of first refusal to purchase the Property Site. In the event that the parties are unable to agree on a purchase price for the Property Site, and the parties wish to complete the transaction, the parties shall each engage a licensed appraiser to provide independent appraisals for the Property Site. The purchase price shall be established based upon the average of the two appraisal values. In the event that the County does not exercise its right of first refusal as herein provided within sixty (60) days from receipt of appraisals, the Agreement will automatically terminate and the County shall be responsible for all costs associated with removing all improvements to the Improved Site and restore the Improved Site to its previous condition.

Exhibit B



2 TOWER ELEVATION
SCALE: 1"=50'-0"

1 TOWER COMPOUND PLAN
SCALE: 1/8"=1'-0"

DeKalb Co.
P25 Radio System
Infrastructure Project

GENOA SITE
XXXX
Genoa, IL

PYRAMID
Architecture/Engineering &
Construction Administration, Inc.
203 Good Ave.
Indianapolis, IN 46219
Phone: 317-396-9426

STATEMENT OF SCOPE OF WORK
It is not the intent of this contract to provide for the design of any and all portions of any of the project and/or construction, installation, maintenance, or operation of any and all portions of the project. The system of electrical distribution and/or other equipment shall be designed and installed in accordance with applicable codes and standards. The contractor shall be responsible for all design and construction of any and all portions of the project.

Item	Description
1	Site Preparation
2	Foundation
3	Structural Steel
4	Roofing
5	Interior Finishes
6	Exterior Finishes
7	MEP
8	Paint
9	Final Clean

PRELIMINARY!
NOT FOR CONSTRUCTION!
FOR DISCUSSION PURPOSES ONLY

GENOA SITE
TOWER COMPOUND PLAN



DeKalb County Sheriff's Office

ADMINISTRATION OFFICE • 815-895-7260
CIVIL PROCESS • 815-895-7259
COMMUNICATION CENTER • 815-895-2155
CORRECTIONS/JAIL • 815-895-4177
FAX • 815-895-7235 - SHERIFF
FAX • 815-895-7275 - COMMUNICATIONS
FAX • 815-899-0777 - CORRECTIONS

"TO SERVE AND PROTECT"

ROGER A. SCOTT, SHERIFF

ANDREW SULLIVAN, CHIEF DEPUTY

DATE: January 30, 2018

TO: City of Genoa Planning Commission

FROM: Chief Deputy Andy Sullivan

SUBJECT: DeKalb County P25 Radio System

The Sheriff's Office Public Safety Radio System (PSR) serves many purposes. The intended use is for the efficient and safe transmission of information to police officers and firefighters on the street from the Communications Center. This communication device is essential for the delivery of services to the citizens of DeKalb County which includes, but is not limited to motor vehicles accidents, traffic enforcement, school emergencies, natural disasters, structural fires, and other criminal offenses.

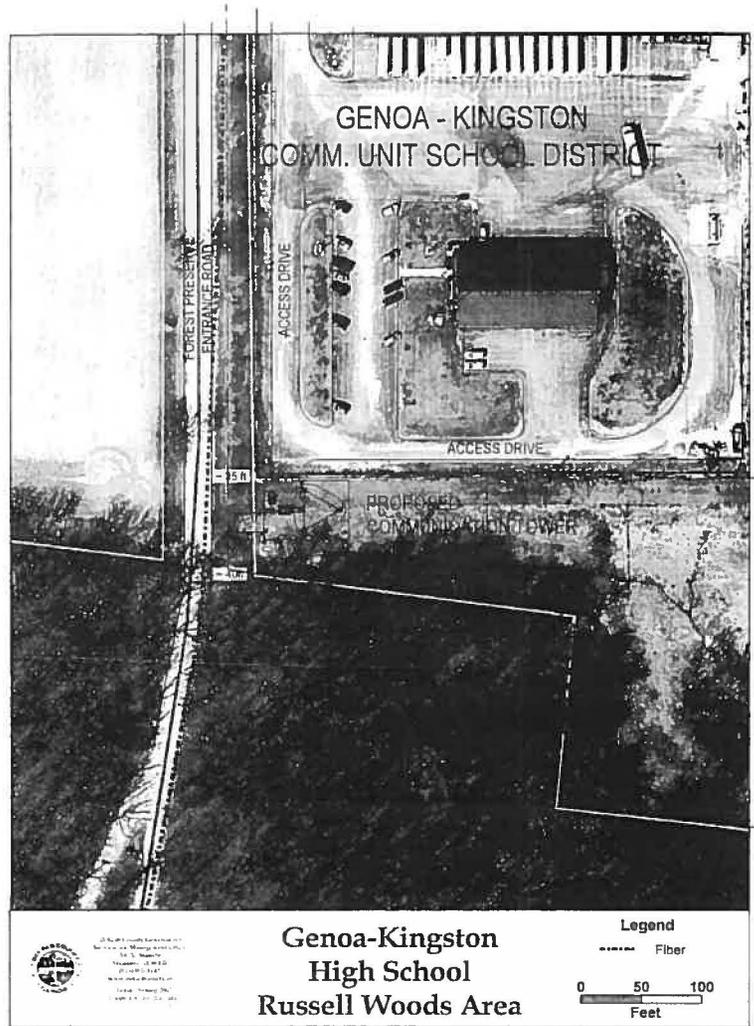
The County is in the process of replacing the infrastructure of the current deteriorating analog radio system and upgrading to a new P25 digital radio system. The County has been working closely with the Genoa-Kingston School District to come to an agreement through the use of a Memorandum of Understanding (MOU) to utilize a portion of the high school property and erect a new 350-foot tower for the new radio system. This anticipated location was selected for several reasons, the first being that this location will allow for the needed propagation of the radio signal to be projected to the other three towers strategically located within the county. The second reason was that this location provides access to a fiber network which runs along the Russell Woods Forest Preserve entrance road which will enhance the new radio system.

The new digital system will allow all police and fire agencies to communicate directly with each other without the interference that is often experienced with the current system. Our goal continues to be a safe, reliable, and operationally sound communications system that provides for public and first responder safety. We look forward to this partnership with the City of Genoa as we continue to move forward and strive to provide the best service possible to the citizens of this county.

Respectfully,



Andy Sullivan



1 AREA PLAN W/ SATELLITE IMAGE OVERLAY
SCALE: 1"=100'-0"

DeKalb Co.
P25 Radio System
Infrastructure Project

GENOA SITE
XXXX
Genoa, IL

PYRAMID

Architecture/Engineering &
Construction Administration, Inc.
203 Good Ave.
Indianapolis, IN 46219
Phone: 317-396-9426

DELIMITATION OF SCOPES OF WORK
It is not the function nor the purpose of these drawings to define the full scope of work of the various trades, subcontractors, vendors, or suppliers necessary to carry out the work of this project. The system of sheet numbers and panels used in these drawings is for convenience (distribution of information) and is not intended to define the scope of various trades or disciplines. Items of work which are not indicated by the indicated, described or other indicated or further throughout these drawings, as well as any accompanying specifications, schedules, and/or other appendices of the bidding or related documents, the contractor shall be given the responsibility for obtaining and including. Item failure to obtain and review the complete set of bidding or contract documents.

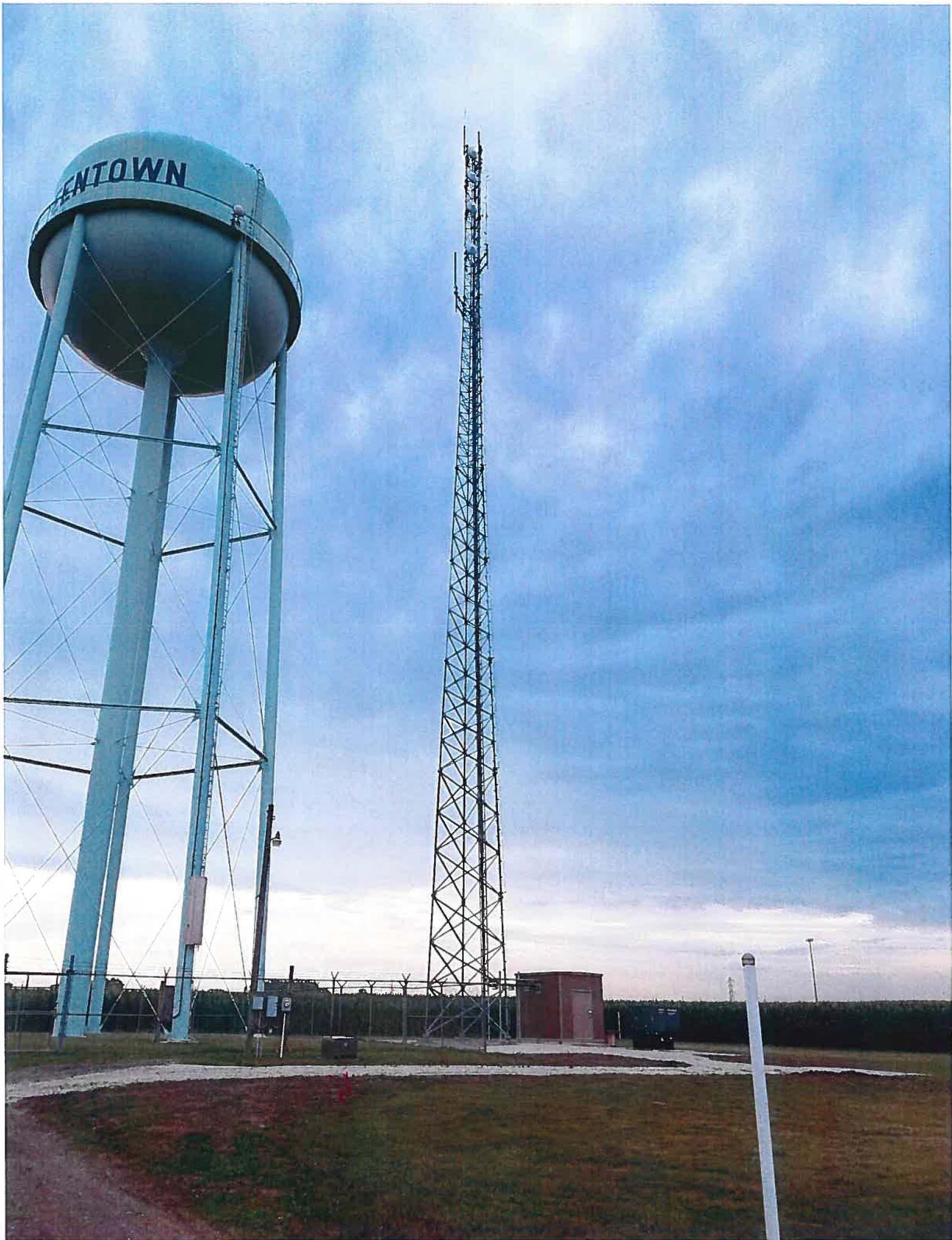
STATEMENT OF COPYRIGHT <small>This drawing is the intellectual property of the author and is not to be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the author.</small>	Draw: 61232913
	Project: 13-12547
Pyramid is a registered trademark of Pyramid Construction, Inc. All other trademarks are the property of their respective owners.	Scale:
	Address:
Pyramid is a registered trademark of Pyramid Construction, Inc. All other trademarks are the property of their respective owners.	Antenna:
	Collaboration & Services:

PRELIMINARY/
NOT FOR CONSTRUCTION/
FOR DISCUSSION PURPOSES ONLY

GENOA SITE
AREA PLAN
W/ SATELLITE IMAGE OVERLAY

C1b





DEVELOPMENT PROJECT REVIEW REPORT

DATE: February 20, 2018

540 West Main Street PUD Site PIQ

PETITION NO. 2018-1
 540 West Main Street

APPLICANT/ PETITIONER:
 Michael Cretsinger, Genoa Motors

OWNER (IF DIFFERENT): N/A

ADDRESS OF PROPERTY: 540
 West Main Street

PPI #: 03-19-381-011

LOCATION: Southeast corner of
 State Street and West Main Street

REQUEST: Preliminary and Final
 Planned Unit Development
 Amendment approval to allow for a special use permit to allow a motor vehicle repair
 use

SIZE: 12,516 square feet (.287 acre)

ZONING, LAND USE AND COMPREHENSIVE PLAN:



Location	Zoning	Use	Comprehensive Plan
PIQ	CBC	Motor Vehicle Repair	Downtown Retail
North	CBC	Commercial, Residential	Downtown Retail
South	CR	Single Family Residential	Mixed Residential
East	CBC	Single Family Residential	Downtown Retail
West	SR	Single Family Residential	Downtown Retail

DEVELOPMENT PROJECT REVIEW

Approval has been requested for a proposed Preliminary and Final Planned Unit Development site plan approval for Genoa Motors Auto Repair for the property at 540 West Main Street. The PUD would allow the current Motor Vehicle repair on the property which is zoned “CBC”, Central Business and Civic District, which requires a special use permit.

PROJECT REVIEW

General

The owner of Genoa Motors Auto Repair is petitioning for a Preliminary and Final Planned Unit Development for the property at 540 West Main Street to allow for an Auto Repair Special Use in the Central Business and Civic District. The existing structure and use has operated as an auto repair shop for many years. The lot is currently nonconforming and has several structures that the petitioner plans to remove as part of the PUD, as depicted in Exhibit A.

The petitioner will remove the existing vacuum structures, as well as the western portion of the car wash facility. The bay of the car wash furthest to the east may also be removed upon determination of the petitioner. If the structure is in sound condition and usable for storage for oil drums and tires, so as to keep them from public view, the structure will remain. If it is determined by the petitioner that the entire car wash building be demolished, a new structure will be erected behind the existing office space on the east side of the property, as depicted in Exhibit A.

The petitioner will also be adding landscaping in the front and rear of the property in accordance with the UDO, as well as maintaining the fence on the east property line. Parking will also be established in accordance with the UDO.

Site

The site consist of one existing platted and improved lot, which meets all lot standards except the side setback on the east side and lot coverage, which are accepted as an existing legal nonconforming lot under the provisions of the UDO.

Parking

A motor vehicle repair use in the CBC district with 3 service bays would be required to have a minimum of 7 parking spaces, one of which would be required to be a handicapped space. A minimum of 7 spaces will be provided. The 180 square foot parking space size minimum and 24' aisle requirements for two-way traffic will also be maintained. Specific parking lot design would be subject to final staff approval which may allow for variation from the UDO parking requirements.

Exceptions to the Requirements of the Unified Development Ordinance

Planned Unit Developments by their very nature are intended to allow some flexibility to the strict provisions of the Unified Development Ordinance. However in order to be aware of where there may be departures from the specific requirements, the following information is provided below.

The UDO does not permit by right motor vehicle repair uses in the CBC District unless there is a special use granted; therefore the PUD is necessary in order to allow the flexibility to accommodate the various motor vehicle uses as set forth in the conditions of this PUD.

Because of the existing use and existing building, the current setback and lot coverage would establish setback and coverage for the Planned Unit Development.

Public Hearing

A public hearing is required for consideration of an approval of a Preliminary Planned Unit Development. The legal notice was published in the Daily Chronicle on December 26, 2017 the notification sign posted December 26, 2017 on the site, and the petitioner mailed certified letters to the property owners within 250 feet, and has filed the receipts with the City staff. The Public Hearing was continued at both of the January and February Plan Commission meetings.

The Public Hearing is designed to elicit public commentary and to allow evidence to determine the findings of fact pursuant to the criteria for Special Uses. Some of these criteria will be dependent upon any comments of the public or the presentation by the petitioner; however we have listed below the criteria under the UDO for Special Uses and for Planned Unit Development together with some information on the PUD criteria that may be helpful in the consideration of this project.

PROPOSED FINDING OF FACT:

- A. The proposed development will not injure or damage the use, value and enjoyment of surrounding property nor hinder or prevent the development of surrounding property in accordance with the Genoa Comprehensive Plan.

This use has previously operated out of the location for several years, although, nonconforming. This PUD will improve the area with removal of the vacuum structures and car wash building.

- B. The proposed development can be substantially completed within the period of time specified in the schedule of development submitted by the applicant.

The development has already been completed, the petitioner has only requested that a special use be permitted to allow the existing use. The petitioner must complete the removal of structures as described in the conditions of this report within 6 months of approval of this PUD.

- C. The entire tract or parcel of land to be occupied by the proposed development shall be held in a single ownership, or if there are two or more owners, the application for such proposed development shall be filed jointly by all such owners.

The parcel will be under single ownership.

- D. The development plan shall contain such proposed covenants, easements and other provisions relating to the bulk and location of buildings, uses and structures and public facilities as are necessary for the welfare of the Planned Development and are not inconsistent with the best interests of the City. Such covenants, easements and other provisions, when part of the approved final development, may be modified, removed or released only with the consent of the City Council after a public hearing before, and recommendation by the Plan Commission as provided in this Article 4.4.

Covenants would not be expected due to the nature of the project and single occupancy of the property.

- E. Sanitary sewers, storm sewers and water supply to service the development are adequate to serve the proposed development and will not reduce existing capacity below that necessary to serve existing developments, or overload local facilities beyond design capacity.

Infrastructure and capacity are in place due to the existing use of the site.

- F. The location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities is compatible with the surrounding land uses, and any part of a proposed development not used for structures, parking and loading areas, or access ways, is landscaped or otherwise improved.

Parking and landscaping improvements will be a condition of the PUD.

- G. The project area is adaptable to unified development and shall have within or through the area no physical features that will tend to destroy the neighborhood or community cohesiveness. There is no minimum project area for Planned Development.

The existing use will be improved by the removal of the carwash and vacuum structures.

- H. The uses permitted in the development are necessary or desirable and the need for such uses is clearly demonstrated by the applicant.

This use is already established in the area.

- I. The dominant land use of the proposed Planned Development is consistent with the recommendations of the Genoa Comprehensive Plan for the area containing the project.

This use is permitted in the Central Business and Civic District. The Comprehensive Plan Future Land Use Plan specifies this parcel to be used for retail/commercial uses.

- J. Any modifications of the standards and specifications of this Ordinance or other regulations that would otherwise be applicable to the site are warranted by the design of the development plan, and the amenities incorporated in it, and are not inconsistent with the public general welfare.

The existing use developed under older standards that predate the UDO.

- K. Exceptional landscaping features such as larger caliper, varied species and reduce spacing of trees and additional sodding above the minimum requirements specified in Article 6.6 is provided.

Landscaping is a recommended condition of approval of the PUD.

- L. All proposed streets and driveways are adequate to serve the residents, occupants, visitors or other anticipated traffic of the Planned Development. Entrance points or locations of streets and driveways upon previously existing public roadways shall be subject to the approval of the City, and if applicable, the DeKalb County Highway Department, and the Illinois Department of Transportation. If traffic control devices are required to prevent or relieve hazards or congestion on adjacent streets and the proposed control device is not within the normal or scheduled sequence of installations, the City Council may require, as a condition of approval of a proposed Planned Development, such devices to be provided at the developer's cost.

This is an existing development and no traffic control devices are required.

- M. Off-street parking is conveniently accessible to all dwelling units and other uses in the Planned Development. Where appropriate, common driveways, parking areas, walks, and steps to parking and service areas are to be screened through ample use of trees, shrubs, hedges, land forms and walls.

Off-street parking is required as part of the recommended conditions of approval.

- N. A pedestrian circulation network is provided.

Onsite walkways are provided.

- O. The Planned Development provides for underground installation of utilities (including electricity and telecommunications) in public ways and private extensions thereof. Provisions shall be made for acceptable design and

construction of storm sewer facilities including grading, gutter, piping and treatment of turf to handle storm water, prevent erosion and the formation of dust. Utilities and maintenance of facilities shall be in accordance with the requirements and regulations of the City as set forth in this Ordinance.

Infrastructure and capacity for this use are in place due to the existing use of the site.

P. The proposed Planned Development satisfies the applicable objectives as provided in Section 4.4.2.

This PUD is consistent with the reuse of the existing property and building.

Q. Existing ponds, creeks, rivers, lakes, wetlands or fens on or adjacent to the Planned Development are enhanced and protected from the development.

No such natural resources are present on this site.

RECOMMENDATION

Staff would recommend that the Plan Commission recommend to the City Council approval of the Preliminary and Final PUD, and site plan, with the findings of facts for the Preliminary and Final PUD, for Genoa Motors Auto Repair for 540 West Main Street with the following conditions:

1. The portion, or the entirety, of the car wash intended to be removed, as well as the vacuums and concrete structures, must be removed within 6 months of approval of the PUD. Failure to meet this requirement would be a considered a violation of this PUD and subject to a fine of \$2,500 and a revocation of this PUD.
2. If a new building, as shown on the site plan, is constructed, it must meet the 10' setback from the east property line as required by the UDO.
3. Screening landscaping will be based on the UDO and subject to the approval of the Development Administrator. This includes screening trash receptacles on 3 sides with a solid wall at least 6 feet in height with a single or double access gate on the fourth side. A parking lot plan based on UDO requirements is also subject to the Development Administrator. This plan must demonstrate striping, parking direction, angle, width, signage, and lighting that will not disturb surrounding residential lots.
4. All parking and driveway areas must be paved.
5. Any existing or future signage must be in compliance with the UDO.
6. The petitioner shall comply with all building permit and code requirements and any other applicable codes or ordinances

7. Motor Vehicle Repair shop use shall also include the uses of: brake repair shop, motor vehicle body shop, muffler repair shop, motorcycle service, tire, battery & accessory store, transmission repair shop.

Plan submitted by the Petitioner
 Staff note: parking lines are
not to scale

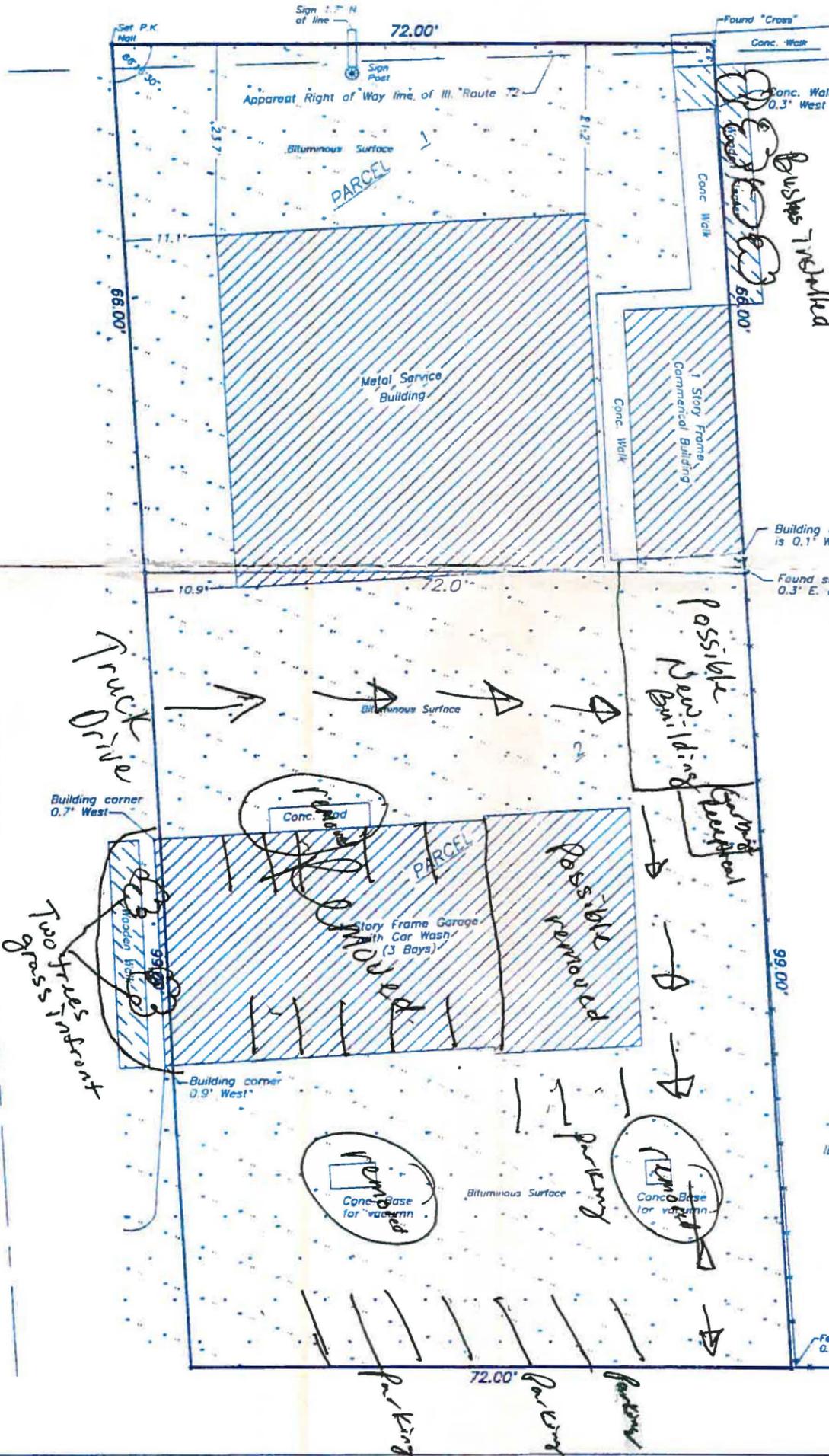
PLAT AND CERTIFICATE OF SURVEY

MAIN STREET (ILL. ROUTE 72)

Scale 1"=10'

STATE STREET

STREET



DESCRIPTION OF PROPERTY SURVEYED:

PARCEL 1:
 THE NORTHERLY 66.0 FEET OF LOT 4 IN BLOCK 2 OF THE ORIGINAL TOWN (NOW CITY) OF GENOA, DEKALB COUNTY, ILLINOIS.

PARCEL 2:
 LOT 4, EXCEPT THE NORTHERLY 66.0 FEET, IN BLOCK 2, IN THE ORIGINAL TOWN (NOW CITY) OF GENOA, DEKALB COUNTY, ILLINOIS.

LEGEND

- Boundary of property surveyed
- Indicates found survey marker
- Indicates set survey marker
- Indicates fence line

NOTE: THE ASSESSOR'S PLAT INDICATES THE RIGHT OF WAY LINE OF ROUTE 72 IS NOT THE SAME AS THE BOUNDARY OF BLOCK 2, HOWEVER, THE PRESENT DEED DOES NOT INDICATE ANY EXCEPTIONS FOR HIGHWAY PURPOSES.

STATE OF ILLINOIS)
 COUNTY OF DEKALB)

THIS IS TO CERTIFY THAT THE ATTACHED PLAT IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY I HAVE MADE OF PROPERTY HEREON SHOWN AND DESCRIBED. ALL DISTANCES SHOWN IN FEET AND DECIMALS THEREOF.

DATED AT DEKALB, ILLINOIS THIS 15TH DAY OF JULY, 1998.

Shawn R. VanKampen
 SHAWN R. VANKAMPEN
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2710

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