

MINUTES OF COMMITTEE MEETING

December 10, 2012

7:00 p.m.

DEVELOPMENT, PLANNING AND ZONING COMMITTEE (DP&Z)

- RE:
- 1) Discussion – Interior Side Yard Encroachments
 - 2) Continued Discussion of Pending Items
 - 3) Other Business
 - 4) Public Comments

Committee Members Present: Morley, Polomsky, Leader

Committee Members Absent: None

City Staff Present: Werner, Kopp

Elected Officials Present: Wagner (part time)

Chairman Morley called the meeting to order at 7:05 p.m.

Chairman Morley, with the concurrence of the Committee, moved Agenda Item #4, Public Comments, to the beginning of the meeting rather than the end of the meeting as shown on the agenda. Chairman Morley opened Public Comments for anyone in attendance who wanted to address the Committee. There being no one in the audience who wanted to address the Committee, Chairman Morley closed the Public Comments portion of the meeting.

Agenda Item # 1 – Discussion-Interior Side Yard Encroachments

The Committee discussed encroachments in the side yard, specifically large window wells. The Committee directed staff to prepare a report on the subject with input from the Building and Engineering Departments.

Agenda Item #2-Continued Discussion of Pending Items

- **Electronic Signs** – This referral originated with Alderman Morley and former Alderman Rose requesting that the City Council address sign area allowance, timing of messages, upkeep and maintenance and enforcement. Currently, the Economic Development Commission has formed a sub committee to review the sign code and make recommendations on the regulation of commercial electronic signs.

With respect to institutional electronic signs in residential neighborhoods, the Zoning and Planning Commission will soon hold workshops to solicit input from concerned citizens and institutions.

- **Industrial Park Wayfinding Signs** – This referral originated with a request from former Alderman Shea asking for improved industrial park wayfinding signage. The DPZ Committee notes that these signs have been installed near the main entrances to the north industrial park. Therefore, the request has been fulfilled; no further action is necessary.
- **Central Business District** – This referral originated from Alderman York requesting the consideration of implementing a program similar to the CBD Development Grant (formerly the Retail Grant Program). Alderman York requested that this referral be put on hold.
- **Zoning Ordinance Text Amendment Notification** – The Committee discussed this issue, which was discussed at a DPZ meeting on October 17, 2011; Aldermen Pezza and Gutenkauf requested further discussion of this issue. The Committee discussed the various options available to notify property owners that a Text Amendment is proposed in the C4 Central Business District (such as increased building height). The Committee directed Staff to prepare a report outlining different ways the notification can be accomplished, to include input from the City Attorney.
- **Transcription Services** – This referral from Alderman Polomsky is a request to review transcription services for Zoning and Planning Commission Public Hearings. This referral is in progress.
- **Downtown Design Guidelines** – Chairman Morley noted that on September 24, 2012, he asked Aldermen Pezza and Gutenkauf to review the current design guidelines enumerated in the Downtown Plan and make suggestions to the Committee in the areas they feel need to be changed. Mr. Werner stated that he received a request from Alderman Pezza asking for a copy of what the City gives to a potential developer who wants to build or redevelop in the downtown. Mr. Werner stated that he responded to Alderman Pezza's request by return email stating that the City provides the Comprehensive Plan, the Downtown Plan, and the building, engineering and stormwater codes. Chairman Morley stated that the DPZ Committee will continue this discussion when in receipt of Aldermen Pezza and Gutenkauf's suggested changes.
- **Chickens as Permitted Animals in Residential Districts** – This referral from Aldermen Polomsky, Leader and Dunn requests consideration of allowing chickens in residential back yards. The Public Affairs and Safety (PA&S) Committee is also reviewing this issue; The DPZ Committee will review this referral once a determination has been made by the PA&S Committee.
- **North York Street Plan** – This referral from Aldermen Polomsky and Leader requests consideration of the establishment of a North York Street Plan to further the objectives of the North York Street TIF. Mr. Kopp stated that Staff is preparing a RFP for planning services to establish such a plan.

Agenda Item #3 – Other Business

Other Business: Staff noted a problem with the current language in the Zoning Ordinance regarding truck repair. Currently truck repair is permitted in the C3 commercial district, but is a conditional use in the I1 Industrial District. Staff suggests allowing truck repair in the industrial park as a permitted use, and restricting truck repair in the C3 district to establishments that also sell trucks.

The meeting was adjourned at 7:45 p.m.

Submitted by: Nathaniel J. Werner, Planning and Zoning Administrator